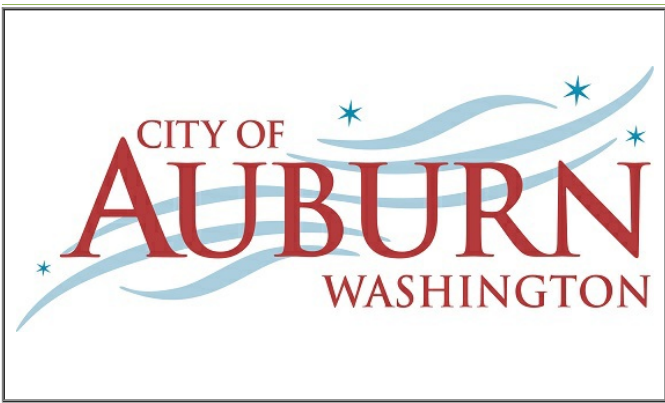


	City Council Study Session Community Wellness Special Focus Area November 9, 2020 - 5:30 PM Virtual AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. CALL TO ORDER

II. Virtual Participation Link

A. Virtual Participation Link

The Auburn City Council Study Session Meeting scheduled for Monday, November 9, 2020 at 5:30 p.m. will be held virtually and telephonically. To attend the meeting virtually please click the link or enter the meeting ID into the Zoom app or call into the meeting at the phone number listed below.

Per the Governor's Emergency Proclamation 20-28, the City of Auburn is prohibited from holding an in-person meeting at this time.

City of Auburn Resolution No. 5533, designates City of Auburn meeting locations for all Council, Board and Commission meetings as virtual. All meetings will be held virtually and telephonically until King County enters into Phase 3 of Governor Inslee's Safe Start — Washington's Phased Reopening plan.

The link to the Virtual Meeting or phone number to listen to the Council Meeting is:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://zoom.us/j/99913968430>

Or join by phone:

253 215 8782

877 853 5257 (Toll Free)

Webinar ID: 999 1396 8430

B. Roll Call

III. ANNOUNCEMENTS REPORTS AND PRESENTATIONS

IV. AGENDA MODIFICATION

V. AGENDA ITEMS FOR COUNCIL DISCUSSION

- A. Ordinance No. 6793 (Thomas)(5 Minutes)
An Ordinance establishing the levy for regular property taxes by the City of Auburn for collection in 2021 for general City operational purposes in the amount of \$23,346,072
- B. Ordinance No. 6794 (Thomas)(5 Minutes)
An Ordinance adopting the 2021-2022 Biennial Operating Budget
- C. Ordinance No. 6796 (Thomas)(5 Minutes)
An Ordinance adopting the 2021-2022 Biennial Capital Budget
- D. Ordinance No. 6800 (Thomas)(5 Minutes)
An Ordinance establishing a substantial need for an increase above the rate of inflation to the levy for regular property taxes by the City of Auburn for collection in 2021 for general City operational purposes
- E. Ordinance No. 6801 (Thomas)(5 Minutes)
An Ordinance increasing the rate of tax on Water, Storm Drainage, Sewer and Garbage/Solid Waste Utilities in the City, amending Sections 3.40.010 and 3.41.010 and repealing Sections 3.40.020, 3.41.015, and 3.41.020 of the Auburn City Code
- F. Legislative Update (Hinman)(20 Minutes)
Discussion on the 2021 City of Auburn Federal and State legislative priorities

VI. COMMUNITY WELLNESS DISCUSSION ITEMS

- A. Human Services Funding Overview - 2021/2022 Grant Funding (Tate)(45 Minutes)
Overview of the 2021/2022 Human Services Grant Funding Application and Review Process

VII. OTHER DISCUSSION ITEMS

VIII. NEW BUSINESS

IX. ADJOURNMENT

Agendas and minutes are available to the public at the City Clerk's Office, on the City website (<http://www.auburnwa.gov>), and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6793 (Thomas)(5 Minutes)

Date:

November 2, 2020

Department:

Finance

Attachments:

[Ordinance No. 6793](#)

Budget Impact:**Administrative Recommendation:**

For discussion only.

Background Summary:

Attached is proposed Ordinance No. 6793, which establishes the 2021 Property Tax Levy based on preliminary valuation data from King County. It represents an increase over the 2020 levy of \$223,529, plus increases due to new construction and refund levy. King County will not finalize the City's assessed valuation, new construction, and refund levies until December. Therefore, this levy is based upon preliminary information as it is scheduled for Council adoption on November 16, 2020. The following is a summary of the 2021 levy calculation:

2020 Property Tax Levy	\$	22,352,944
1.00% increase	\$	223,529
Estimated New Construction	\$	719,599
Estimated Refund Levy	\$	50,000
Total Estimated 2021 Property Tax Levy	\$	<u>23,346,072</u>

As of this date, the preliminary assessed valuation from King County (including new construction) totals \$13.17 billion for the City of Auburn. This is a 6.6% increase over 2020 assessed valuations. The 2021 Property Tax Levy will be distributed into the General Fund to support general government operations.

Reviewed by Council Committees:**Councilmember:****Staff:**

Thomas

Meeting Date: November 9, 2020

Item Number:

ORDINANCE NO. 6793

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, ESTABLISHING THE LEVY FOR REGULAR PROPERTY TAXES BY THE CITY OF AUBURN FOR COLLECTION IN 2021 FOR GENERAL CITY OPERATIONAL PURPOSES IN THE AMOUNT OF \$23,346,072

WHEREAS, the City Council of the City of Auburn has met and considered its budget for the calendar year 2021; and

WHEREAS, pursuant to RCW 84.55.120 the City Council held public hearings on November 2, 2020 and November 16, 2020, after proper notice was given, to consider the City of Auburn's 2021-2022 biennial budget and the regular property tax levy to support it; and

WHEREAS, the City Council of the City of Auburn, after public hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Auburn requires property tax revenue and any increase of new construction and improvements to property, any increase in the value of state-assessed property, annexations, and any refund levies in order to discharge the expected expenses and obligations of the City and in its best interest; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Regular property taxes for collection in the City of Auburn for the year 2021 are authorized in the amount of \$23,346,072. Not including the addition of new construction and improvements to property, any increases related to the value of state assessed property, and any refund levies available, the regular property tax levy for 2021 collection represents an increase from regular property taxes levied for collection in 2020 of \$223,529 which is a 1.0% increase in revenue from the previous year.

Section 2. Implementation. The Mayor is hereby authorized to implement those administrative procedures necessary to carry out the directions of this legislation.

Section 3. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application of it to any person or circumstance will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. Effective date. This Ordinance will take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

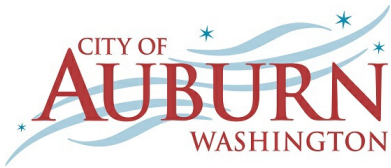
ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

Published: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6794 (Thomas)(5 Minutes)

Date:

November 4, 2020

Department:

Finance

Attachments:

[Ordinance No. 6794](#)

Budget Impact:**Administrative Recommendation:**

For discussion only.

Background Summary:

Budget Process: In May, the City began the process of developing the budget for the 2021-2022 biennium. This included budget workshops as follows:

- July 27: Fund and budget process overview (workshop #1)
- September 10: General Fund Departments (workshop #2)
- September 15: General Fund Departments (continued) and Proprietary, Capital and Special Revenue Funds (workshop #3)
- September 16: Proprietary, Capital and Special Revenue Funds (continued) (workshop #4)

During these presentations and workshops, Council provided input and policy guidance to staff.

2021-2022 Preliminary Budget: A copy of the 2021-2022 Preliminary Budget was filed with the City Clerk, distributed to Council, and made available to the public on October 26, 2020.

Capital Budget: Council will adopt the City's 2021-2022 biennial capital budget separately, with the approval of Ordinance No. 6796.

Ordinance No. 6794: Council's approval of Ordinance No. 6794 will establish the City's 2021-2022 biennial operating budget. As the operating budget has been reviewed by Council during the budget workshops, adoption of Ordinance 6794 is scheduled as follows:

- November 2: First public hearing
- November 16: Second public hearing and council adoption

Staff recommends Council approval of Ordinance No. 6794.

Reviewed by Council Committees:

Councilmember:

Staff:

Thomas

Meeting Date: November 9, 2020

Item Number:

ORDINANCE NO. 6794

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, ADOPTING THE 2021-2022
BIENNIAL OPERATING BUDGET FOR THE CITY OF
AUBURN, WASHINGTON

THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO
ORDAIN AS FOLLOWS:

Section 1. As required by Chapter 35A.34 RCW, the Mayor of the City of Auburn has completed and placed on file with the City Clerk of the City of Auburn a preliminary biennial operating budget for 2021-2022. Notice was published, as required by law, stating that: a) the Mayor had completed and placed the preliminary budget on file; b) a copy would be provided at the office of the City Clerk to any taxpayer who requested a copy; c) the City Council of the City of Auburn met virtually on November 16, 2020 at 7:00 p.m. for the purpose of fixing the budget. Per the Governor's Emergency Proclamation 20-28, the City of Auburn is prohibited from holding an in-person meeting at this time. City of Auburn Resolution No. 5533, designates City of Auburn meeting locations for all Council, Board and Commission meetings as virtual. Any taxpayer seeking to submit written comments for or against any part of the budget had the opportunity to do so in advance of 5:00 p.m. on November 16, 2020; d) the Mayor provided a suitable number of copies of the detailed preliminary operating budget to meet the reasonable demands of taxpayers; e) The Mayor and the City Council met at the time and place designated in the notice and all taxpayers of the City were given full opportunity to be heard for or against the budget; f) the City Council has conducted public hearings on November 2, 2020 and November 16, 2020 to consider this preliminary operating budget; g) at the meeting held by the City Council on November 16, 2020 the City Council considered

modifications of the proposed operating budget and approved the 2021-2022 biennial budget for the City of Auburn as adopted by this Ordinance as shown on Schedule A.

Section 2. Implementation. The Mayor is authorized to implement those administrative procedures as may be necessary to carry out the directives of this legislation.

Section 3. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

Published: _____

Schedule A

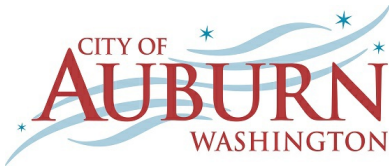
2021 OPERATING FUNDS BUDGET SUMMARY

Fund		Beginning Fund Balance	2021 Resources	2021 Expenditures	Ending Fund Balance
GENERAL FUND		\$19,948,152	\$72,870,710	\$82,294,077	\$10,524,785
SPECIAL REVENUE FUNDS	Hotel/Motel Tax	225,286	139,100	177,110	187,276
	Drug Forfeiture	957,967	147,600	492,994	612,573
	Housing & Community Development	42,904	600,000	600,000	42,904
	Business Improvement Area	96,325	55,700	90,000	62,025
	Cumulative Reserve	6,383,315	101,000	-	6,484,315
DEBT SERVICE	City Hall Annex 2010 A&B Bond	4,489	1,645,300	1,645,300	4,489
	Local Revitalization 2010 C&D Bond	33,593	574,070	573,800	33,863
	LID #249	1,669	10	-	1,679
	LID #350	403	960	-	1,363
	Golf / Cemetery 2016 Refunding	-	371,000	371,000	-
	SCORE 2009 A&B Bond	-	1,366,100	1,366,100	-
ENTERPRISE FUNDS	Water	17,088,517	19,149,300	25,067,833	11,169,984
	Sewer	7,837,981	9,670,730	8,507,355	9,001,356
	Sewer Metro	2,066,136	20,335,950	20,331,250	2,070,836
	Storm Drainage	8,943,194	10,686,150	9,366,223	10,263,121
	Solid Waste	5,753,618	16,775,500	16,950,830	5,578,288
	Airport	810,777	5,285,700	4,487,696	1,608,781
	Cemetery	505,802	1,203,600	1,344,820	364,582
INTERNAL SERVICE FUNDS	Insurance	1,741,353	12,800	182,900	1,571,253
	Workers' Compensation	2,382,027	1,139,400	876,800	2,644,627
	Facilities	986,936	3,713,100	4,076,191	623,845
	Innovation and Technology (includes Multimedia)	2,597,407	6,724,750	7,372,520	1,949,637
	Equipment Rental	2,384,056	2,306,800	3,138,077	1,552,779
FIDUCIARY FUNDS	Fire Pension	2,033,441	103,500	210,204	1,926,737
	SKHHP (South King Housing & Homelessness Partners)	241,645	253,100	307,860	186,885
PERMANENT FUNDS	Cemetery Endowment Care	1,983,146	63,620	-	2,046,766
TOTAL OPERATING BUDGET		\$85,050,139	\$175,295,550	\$189,830,940	\$70,514,749
TOTAL OPERATING BUDGET		\$260,345,689		\$260,345,689	

Schedule A

2022 OPERATING FUNDS BUDGET SUMMARY

Fund		Beginning Fund Balance	2022 Resources	2022 Expenditures	Ending Fund Balance
GENERAL FUND		\$10,524,785	\$81,938,250	\$85,605,016	\$6,858,019
SPECIAL REVENUE FUNDS	Hotel/Motel Tax	187,276	168,900	177,110	179,066
	Drug Forfeiture	612,573	148,000	356,531	404,042
	Housing & Community Development	42,904	600,000	600,000	42,904
	Business Improvement Area	62,025	55,400	90,000	27,425
	Cumulative Reserve	6,484,315	80,000	1,950,000	4,614,315
DEBT SERVICE	City Hall Annex 2010 A&B Bond	4,489	1,637,300	1,637,300	4,489
	Local Revitalization 2010 C&D Bond	33,863	567,370	567,100	34,133
	LID #249	1,679	10	-	1,689
	LID #350	1,363	10	-	1,373
	Golf / Cemetery 2016 Refunding	-	371,300	371,300	-
	SCORE 2009 A&B Bond	-	1,366,700	1,366,700	-
ENTERPRISE FUNDS	Water	11,169,984	19,298,050	23,266,154	7,201,880
	Sewer	9,001,356	9,992,880	8,321,966	10,672,270
	Sewer Metro	2,070,836	21,012,700	21,008,800	2,074,736
	Storm Drainage	10,263,121	10,951,870	9,283,281	11,931,710
	Solid Waste	5,578,288	18,629,600	18,719,680	5,488,208
	Airport	1,608,781	1,507,100	2,878,847	237,034
	Cemetery	364,582	1,280,400	1,386,048	258,934
INTERNAL SERVICE FUNDS	Insurance	1,571,253	12,000	183,200	1,400,053
	Workers' Compensation	2,644,627	1,144,900	884,000	2,905,527
	Facilities	623,845	3,694,500	3,724,226	594,119
	Innovation and Technology (includes Multimedia)	1,949,637	6,903,800	7,014,444	1,838,993
	Equipment Rental	1,552,779	2,301,100	3,079,708	774,171
FIDUCIARY FUNDS	Fire Pension	1,926,737	103,600	211,204	1,819,133
	SKHHP (South King Housing & Homelessness Partners)	186,885	252,300	315,450	123,735
PERMANENT FUNDS	Cemetery Endowment Care	2,046,766	64,130	-	2,110,896
TOTAL OPERATING BUDGET		\$70,514,749	\$184,082,170	\$192,998,065	\$61,598,854
TOTAL OPERATING BUDGET		\$254,596,919		\$254,596,919	



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6796 (Thomas)(5 Minutes)

Date:

November 4, 2020

Department:

Finance

Attachments:

[Ordinance No. 6796](#)

Budget Impact:**Administrative Recommendation:**

For discussion only.

Background Summary:

Budget Process: In May, the City began the process of developing the budget for the 2021-2022 biennium. This included budget workshops as follows:

- July 27: Fund and budget process overview (workshop #1)
- September 10: General Fund Departments (workshop #2)
- September 15: General Fund Departments (continued) and Proprietary, Capital and Special Revenue Funds (workshop #3)
- September 16: Proprietary, Capital and Special Revenue Funds (continued) (workshop #4)

During these presentations and workshops, Council provided input and policy guidance to staff.

2021-2022 Preliminary Budget: A copy of the 2021-2022 Preliminary Budget was filed with the City Clerk, distributed to Council, and made available to the public on October 26, 2020.

Operating Budget: Council will adopt the City's 2021-2022 biennial operating budget separately, with the approval of Ordinance No. 6794.

Ordinance No. 6796: Council's approval of Ordinance No. 6796 will establish the City's 2021-2022 biennial capital budget. As the capital budget has been reviewed by Council during the budget workshops, adoption of Ordinance 6796 is scheduled as follows:

- November 2: First public hearing
- November 16: Second public hearing and council adoption

Staff recommends Council approval of Ordinance No. 6796.

Reviewed by Council Committees:

Councilmember:

Staff:

Thomas

Meeting Date: November 9, 2020

Item Number:

ORDINANCE NO. 6796

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, ADOPTING THE 2021-2022
BIENNIAL CAPITAL BUDGET FOR THE CITY OF AUBURN,
WASHINGTON

WHEREAS, in Ordinance No. 6682, the City Council created Chapter 3.06 of the Auburn City Code to repurpose special capital funds and establish a multi-year capital budgeting process.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. As required by Chapter 35A.34 RCW, the Mayor of the City of Auburn has completed and placed on file with the City Clerk of the City of Auburn a preliminary biennial capital budget for 2021-2022. Notice was published, as required by law, stating that: a) the Mayor had completed and placed the preliminary budget on file; b) a copy would be provided at the office of the City Clerk to any taxpayer who requested a copy; c) the City Council of the City of Auburn met virtually on November 16, 2020 at 7:00 p.m. for the purpose of fixing the budget. Per the Governor's Emergency Proclamation 20-28, the City of Auburn is prohibited from holding an in-person meeting at this time. City of Auburn Resolution No. 5533, designates City of Auburn meeting locations for all Council, Board and Commission meetings as virtual. Any taxpayer seeking to submit written comments for or against any part of the budget had the opportunity to do so in advance of 5:00 p.m. on November 16, 2020; d) the Mayor provided a suitable number of copies of the detailed preliminary capital budget to meet the reasonable demands of taxpayers; e) The Mayor and the City Council met at the time and place designated in the notice

and all taxpayers of the City were given full opportunity to be heard for or against the budget; f) the City Council has conducted public hearings on November 2, 2020 and November 16, 2020 to consider this preliminary capital budget; g) at the meeting held by the City Council on the November 16, 2020 the City Council considered modifications of the proposed capital budget and approved the 2021-2022 biennial budget for the City of Auburn as adopted by this Ordinance as shown on Schedule A.

Section 2. Implementation. The Mayor is authorized to implement those administrative procedures as may be necessary to carry out the directives of this legislation.

Section 3. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

Published: _____

Schedule A

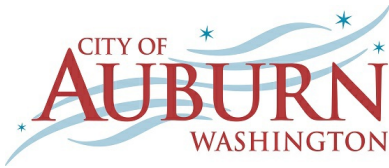
2021 CAPITAL FUNDS BUDGET SUMMARY

Fund		Beginning Fund Balance	2021 Resources	2021 Expenditures	Ending Fund Balance
SPECIAL REVENUE FUNDS	Arterial Street	\$1,015,159	\$4,948,080	\$5,535,930	\$427,309
	Local Street	1,321,778	2,360,600	2,363,950	1,318,428
	Arterial Street Preservation	1,606,304	2,794,050	2,886,250	1,514,104
	Recreational Trails	79,425	7,700	-	87,125
	Mitigation Fees	12,420,562	1,217,560	4,265,480	9,372,642
CAPITAL PROJECTS	Municipal Park Construction	819,996	3,095,800	2,883,800	1,031,996
	Capital Improvements	7,705,844	4,264,180	7,932,720	4,037,304
	Local Revitalization	244,000	1,000	245,000	-
ENTERPRISE FUNDS	Water	888,139	11,614,710	10,670,410	1,832,439
	Sewer	10,762,357	762,400	3,399,600	8,125,157
	Storm Drainage	10,569,965	838,870	4,695,700	6,713,135
	Airport	20,557	3,000,200	2,891,600	129,157
	Cemetery	48,983	800	40,100	9,683
INTERNAL SERVICE FUNDS	Innovation and Technology (includes Multimedia)	545,314	579,700	489,200	635,814
	Equipment Rental	4,104,409	3,046,920	3,248,600	3,902,729
TOTAL CAPITAL BUDGET		\$52,152,792	\$38,532,570	\$51,548,340	\$39,137,022
TOTAL CAPITAL BUDGET		\$90,685,362		\$90,685,362	

Schedule A

2022 CAPITAL FUNDS BUDGET SUMMARY

Fund		Beginning Fund Balance	2022 Resources	2022 Expenditures	Ending Fund Balance
SPECIAL REVENUE FUNDS	Arterial Street	\$427,309	\$5,778,300	\$5,892,400	\$313,209
	Local Street	1,318,428	1,660,500	1,664,500	1,314,428
	Arterial Street Preservation	1,514,104	2,058,800	2,135,000	1,437,904
	Recreational Trails	87,125	7,700	-	94,825
	Mitigation Fees	9,372,642	1,161,900	5,851,450	4,683,092
CAPITAL PROJECTS	Municipal Park Construction	1,031,996	3,483,950	3,730,050	785,896
	Capital Improvements	4,037,304	3,109,910	3,689,210	3,458,004
	Local Revitalization	-	-	-	-
ENTERPRISE FUNDS	Water	1,832,439	10,450,710	9,466,310	2,816,839
	Sewer	8,125,157	755,600	3,815,900	5,064,857
	Storm Drainage	6,713,135	562,800	4,651,800	2,624,135
	Airport	129,157	1,847,420	1,780,440	196,137
	Cemetery	9,683	1,000	100	10,583
INTERNAL SERVICE FUNDS	Innovation and Technology (includes Multimedia)	635,814	3,400	414,200	225,014
	Equipment Rental	3,902,729	1,993,760	1,435,600	4,460,889
TOTAL CAPITAL BUDGET		\$39,137,022	\$32,875,750	\$44,526,960	\$27,485,812
TOTAL CAPITAL BUDGET		\$72,012,772		\$72,012,772	



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6800 (Thomas)(5 Minutes)

Date:

November 4, 2020

Department:

Finance

Attachments:

[Ordinance No. 6800](#)

Budget Impact:**Administrative Recommendation:**

For discussion only.

Background Summary:

Attached is proposed Ordinance No. 6800, establishing a substantial need to increase the 2021 Property Tax Levy above the rate of inflation (Implicit Price Deflator), which is currently .6%. The City can only increase its levy by inflation (.6%) or 1%, whichever is smaller, unless the Council has established a substantial need to levy the full 1% increase in years the rate of inflation is less than 1%. The substantial needs cited for this ordinance are increases in labor, services and supply contracts which exceed 1% in 2021.

Both Ordinance No. 6793 (the regular Property Tax Levy) and Ordinance No. 6800 will be reviewed by Council on November 9 and on November 16 (final adoption). Both adopted ordinances will be file and reported with King County by December 1, as required by the County.

The total 2021 Property Tax Levy will be distributed to the General Fund to support general governmental operations.

Reviewed by Council Committees:**Councilmember:****Staff:**

Thomas

Meeting Date: November 9, 2020

Item Number:

ORDINANCE NO. 6800

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, ESTABLISHING A SUBSTANTIAL NEED FOR AN INCREASE ABOVE THE RATE OF INFLATION TO THE LEVY FOR REGULAR PROPERTY TAXES BY THE CITY OF AUBURN FOR COLLECTION IN 2021 FOR GENERAL CITY OPERATIONAL PURPOSES

WHEREAS, the City Council of the City of Auburn has met and considered its budget for the calendar year 2021; and

WHEREAS, pursuant to RCW 84.55.120 the City Council held public hearings on November 2, 2020 and November 16, 2020, after proper notice was given, to consider the City of Auburn's 2021 budget and the regular property tax levy to support it; and

WHEREAS, the City Council of the City of Auburn, after public hearing, and after duly considering all relevant evidence and testimony presented, has determined that, due to increases in all labor contracts that exceed one percent in 2021 and increases in service and supply contracts that exceed one percent, the City of Auburn finds that there is a need to increase the regular property tax limit factor above the rate of inflation; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. The regular property tax limit for the year 2021 shall be one percent (1%).

Section 2. Implementation. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directives of this legislation.

Section 3. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application of it to any person or circumstance will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

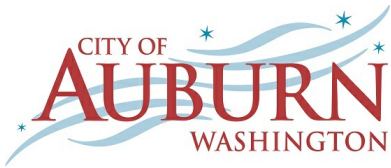
ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

Published: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6801 (Thomas)(5 Minutes)

Date:

November 4, 2020

Department:

Finance

Attachments:

[Ordinance No. 6801](#)

Budget Impact:**Administrative Recommendation:**

For discussion only.

Background Summary:

Proposed Ordinance No. 6801 increases the Utility Tax on water, sewer, storm drainage, and garbage/solid waste utilities from 7% to 10% effective January 1, 2021 and repeals portions of the related Auburn City Code that contain language that is redundant within the code and/or is no longer applicable to the City.

Reviewed by Council Committees:**Councilmember:****Staff:**

Thomas

Meeting Date: November 9, 2020

Item Number:

ORDINANCE NO. 6801

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, INCREASING THE RATE OF TAX ON WATER, STORM DRAINAGE, SEWER AND GARBAGE/SOLID WASTE UTILITIES IN THE CITY, AMENDING SECTIONS 3.40.010 AND 3.41.010 AND REPEALING SECTIONS 3.40.020, 3.41.015, AND 3.41.020 OF THE AUBURN CITY CODE

WHEREAS, Auburn City Code (ACC) sections 3.40.010, 3.40.020, 3.41.010 and 3.41.020 establish a tax to be collected from water, storm drainage, sewer and garbage/solid waste utilities in the City;

WHEREAS, the City would like to increase its revenues as part of its long-term financial plan;

WHEREAS, the City has reviewed its budget and its various utility tax funds and finds that it is appropriate to amend portions of Chapters 3.40 and 3.41 of the ACC to increase City utility tax rates to support the City's financial needs and to ensure that the City's revenue growth meets or exceeds its expenditures to preserve the sustainability of its general fund;

WHEREAS, other portions of Chapters 3.40 and 3.41 of the ACC contain language that is redundant within the code and/or no longer applicable to the City such that it should be repealed;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Section 1. Amendment to City Code. Section 3.40.010 of the Auburn City Code is amended to read as follows:

A. There is created a ~~ten percent~~ tax ~~in the amount of seven percent,~~ to be levied on and after ~~January 1, 2021~~ July 1, 2008, against and upon the total annual revenues derived from:

1. ~~The City's of the~~ water, storm drainage and sewer utility funds; and

2. ~~on a~~All water, storm drainage and sewer utilities, business enterprises or other entities engaged in providing such utility services within the city.

B. ~~The Finance Director is directed to collect this imposed tax and to pay the collected revenue into the City's current expense fund.~~

C. ~~This ordinance is subject to RCW 35.21.706 within seven days of passage of the ordinance by filing a referendum petition with the City Clerk.~~

Section 2. Amendment to City Code. Section 3.41.010 of the Auburn City

Code is amended to read as follows:

A. There is created a ~~ten percent~~ utility tax ~~in the amount of seven percent,~~ to be levied on and after ~~January 1, 2021~~ July 1, 2008, against and upon the gross receipts and total annual revenues of:

1. ~~The City's garbage fund; and~~

2. ~~of the gross receipts against and upon the total annual revenues of the garbage fund, and on a~~All solid waste utilities and ~~upon~~ every business enterprise or other entity engaged in handling solid waste.

B. ~~For the purposes of this section hereof, "solid waste" means garbage, recyclables and yard debris. The increase in tax revenue generated by the additional one percent tax levied pursuant to Ordinance No. 6170 shall be relegated for use by the city in support of its arterial street system. It is provided, however, that if the state of Washington provides a long-term sustainable funding source to the city of Auburn arterial street fund in an amount sufficient to off-set the amount of the increases in utility tax rates of this chapter and the long-term funding source is sufficient to maintain the city of Auburn's arterial street system's pavement condition index (PCI) at an average of 70 PCI out of a score of 100 PCI for the foreseeable future, the garbage and solid waste utility tax rate shall automatically revert to six percent of the gross receipts against and upon the total annual revenues of the garbage fund, and on all solid waste utilities and upon every business enterprise or other entity engaged in handling solid waste.~~

C. The Finance Director is directed to collect this tax and to pay the collected funds into the City's general expense fund. Pursuant to RCW 35.58.560, nothing in this section shall be intended or construed to impose a tax on any county owned or operated solid waste facility.

D. This ordinance is subject to RCW 35.21.706 within seven days of passage of the ordinance by filing a referendum petition with the City Clerk.

Section 3. Repeal of City Code sections. The following ACC sections and the corresponding ordinance language are hereby repealed:

ACC 3.40.020	Levy and Collection
ACC 3.41.015	Special Internal Tax Created
ACC 3.41.020	Levy and Collection of Tax

Section 4. Implementation. The Mayor is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

Section 5. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of the application of it to any person or circumstance, will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 6. Effective date. This Ordinance will take effect and be in force five days from and after its passage, approval, and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

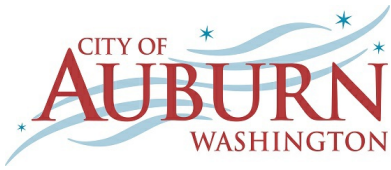
ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Kendra Comeau, City Attorney

| Published: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Legislative Update (Hinman)(20 Minutes)

Department:

Administration

Attachments:

[2021 DRAFT Legislative Agenda](#)

Date:

November 4, 2020

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: November 9, 2020

Staff:

Hinman

Item Number:

STATE PRIORITIES

The 2021 Regular Session will convene on Monday, January 11, 2021. This will be a 105 day session.

AWC COVID-19 public health emergency – Response & relief city legislative priorities

COVID-19 public health emergency – Response & relief city legislative priorities Washington cities and towns have a unique role to play in responding to any emergency and they have been particularly involved in keeping their communities safe during the COVID-19 public health emergency.

Cities and towns have been impacted significantly due to costs for emergency response and loss of revenue from the dramatic impact the emergency has had on our state's economy. Regardless of these impacts, cities and towns are committed to partnering with the state to keep our communities safe during this unprecedented challenge.

As the Legislature considers necessary actions to address the impacts of COVID-19 on our state, we ask the Legislature to give priority support for cities and towns in the following areas:

- Financial support
 - Maintain critical state-shared revenues that provide funding for essential public services.
 - Provide fiscal relief to cities hard-hit with costs for emergency response and loss of tax revenue.
- Fiscal flexibility
 - Provide flexibility within existing restricted revenues to allow cities to use funds where they are most needed right now.
- Regulatory relief
 - Continue the emergency action taken by the Governor to provide flexibility on deadlines for permitting and land use timelines. Cities hard-hit by this emergency may still be experiencing staffing shortages and backlogs that will impact their ability to comply with typical statutory deadlines.
- City-owned utility support
 - Allow city-owned utilities that have waived late fees and shut-offs an extension of their ability to collect outstanding debt so that they can work with ratepayers to extend payment plans without impacting the financial viability of the utility or raising rates on other customers.
 - Provide funding to help offset losses related to forgiving late fees and delinquent accounts for those customers hard-hit by the emergency.
- Economic stimulus
 - Investing in public infrastructure projects is one of the best ways to support economic stimulus as infrastructure investments have a positive economic multiplier with the creation of family-wage jobs and support increased economic activity.
- Cities also support efforts to help the most vulnerable residents and our small businesses, including:
 - Programs to provide emergency rental assistance and emergency housing.
 - Programs to provide emergency assistance to small businesses.
 - Programs to provide emergency assistance to childcare providers.

2021 Legislative Priorities – City of Auburn

City of Auburn 2020 Legislative Priorities (with comments for 2021)

PUBLIC SAFETY

- Additional funding for staff in regards to confiscation of firearms as a result of domestic violence incidents, background checks for purchase of firearms, collection, and research activities.
- Additional funding for the Academy would drastically shorten the amount of time prospective police officers are on municipal payrolls without being able to get into training.
- Rights of persons who are experiencing homelessness are very important to protect, but proposed legislation that would create a private cause of action against municipalities fails to balance public safety needs with those rights.
- Broaden the use of photo enforcement for speeding. Currently, photo enforcement is only allowed for school zones and pilot project locations. Allowing cities more flexibility could be one way to address the impacts on police and free up time to focus on other issue while providing 24/7 enforcement in areas of frequent and excessive speeding. This can also support the Washington State Target Zero initiative if we can get people to slow down on our local streets.

STATEWIDE POLICING REFORMS (adopted by Association of Washington Cities)

Support local control over city law enforcement policy decisions to meet the needs of each community and appropriately contain costs. Cities understand our obligation to address racial equity in policing – both state requirements and local policies.

Cities support the following statewide reforms:

- Develop a statewide standard for use of force that preserves the right of local jurisdictions to enact more restrictive standards based on community input and experts in the use of force.
- Create a database to track officers who have been fired for misconduct.
- Expand grounds for decertification to include use of force violations.
- Require that officer misconduct investigations be completed, regardless of an officer's resignation.
- Establish a duty for all law enforcement officers to immediately intervene and report misconduct or illegal activity by a fellow police officer.
- Require that all officers receive regular support for vicarious trauma and mental well-being, including peer support, mental health counseling, and appropriate mental health screenings. Officers involved in any fatal use of force must undergo a mental health screening prior to returning to duty.

REGULATORY AND LAND USE

- *Impact fees* – As communities grow there are no impact fees to benefit police. It would be ideal to collect a police impact fee since added population and businesses have the same resource demands and challenges as fire, transportation, parks and schools.
- *Affordable housing* – The needs are deeper than 60% AMI – more like 50% or 40%. Washington State Housing Finance Commission programs are providing great support for projects that hit the 60% AMI mark. There needs to be a similar incentive to hit the deeper marks since that is where the greatest need exists.
- *Rehab housing* – there should be dedicated funds to put towards the rehabilitation of single or multifamily units because it is far less expensive and environmentally sustainable to preserve existing housing stock instead of building new units. There are very few programs that help maintain older homes and multifamily complexes which results in one of two outcomes (1) older

2021 Legislative Priorities – City of Auburn

properties are maintained appropriately but the investment is reflected in increasing rental costs, or (2) older properties are not maintained which helps keep rental costs down but at the sake of declining health and safety.

- *Regulatory reform* - The large number of regulatory processes are a hindrance to bringing affordable housing projects to fruition including SEPA, GMA, NPDES. State Environmental Policy Act (SEPA) is an outdated and overly burdensome process that adds time and money. Growth Management Act (GMA) and affordable housing objectives are at direct odds because the GMA limits supply which increases costs. National Pollutant Discharge Elimination System (NPDES) adds significant cost to development which is passed on to future owners or tenants.

PUBLIC WORKS, TRANSPORTATION, INFRASTRUCTURE

- Support for grant application for CARES Funding through the Economic Development Administration for Infrastructure in our Downtown Core to help recovery of the City's economic base from COVID.
- Allow the SR167 Master Plan effort funded in the 2019 legislative action to proceed and be completed meeting the commitment made in that legislative action to the agencies along the corridor.
- It is critical to protect all of the State funds that support local transportation projects. The cities cannot do this on their own given the amount of growth and commerce in the region. This includes maintained or increased funding for TIB and FMSIB along with state grant programs managed by the WSDOT for local agency projects.
- The preservation of roadways is paramount and something like a Street Maintenance Utility could be an important tool for cities to meet this growing unfunded need.
- Changes to appropriate RCW's to allow Municipalities to charge properties for street lighting. Current RCW 54.16.120 allows Utility Districts to charge properties for providing street lighting but the law does not allow Municipalities to do this. Current revenues for general fund uses cannot meet the needs and charging for street lighting would be an appropriate way to address a specific service being provided to residents and businesses within a jurisdiction.
- Retaining or increasing the Public Works Trust Fund amount is key to providing funding for local agency projects.
- Retaining or increasing the Drinking Water State Revolving Fund is key for local water purveyors to cost effectively fund needed infrastructure projects.
- Funding for SR164 to address capacity and event traffic issues along this corridor also known as Auburn Way South.
- The funds allocated to the loan program for general aviation airports that began in 2019 needs to be increased to provide a cost effective funding source for projects that are not eligible for grant funding. General Aviation Airports are running on minimal revenues, a loan program is key to providing the funding needed to complete infrastructure projects now when they are needed.
- Support for allocating 1% of the existing aviation fuel tax to WSDOT's Aviation account to fund airport projects. Current levels of funding cannot meet the growing need to maintain and improve this important infrastructure that provides a significant benefit to commerce and the State's economy.

2021 Legislative Priorities – City of Auburn

PARKS AND OPEN SPACES

- Washington Recreation & Conservation Office and Land/Water Conservation Funds must be maintained so citizens have increased access to existing and new public spaces
- Continued financial support for restoration and historic preservation of the Old Historic Post Office via Historic Preservation funds
- Actively promote a 2021-2023 Capital Budget with robust funding levels for key grant programs that significantly benefit parks and recreation and the Great Outdoors: (*Capital Budget*) Along with allies such as the Washington Wildlife and Recreation Coalition (WWRC), members of the Outdoor Recreation Funding Roundtable, and the Big Tent Outdoor Recreation Coalition, WRPA will strongly promote a robust 2021-23 Capital Budget to ensure robust investments in grant programs that are critical for the vitality of local parks and recreation and the great outdoors. These include the Washington Wildlife & Recreation Program (WWRP), Youth Athletic Facilities (YAF), and Aquatic Lands Enhancement Account (ALEA). WRPA is in strong support of recommended \$140 million, \$11.3 million, and \$9.1 million funding levels for WWRP, YAF, and ALEA, respectively.

SALES TAX MITIGATION AND JAIL COSTS

- Continued Streamlined Sales Tax (SST) mitigation and SCORE funding.

SOCIAL SERVICES

- Operational funds for the Auburn Resource Center will allow for the ongoing service of those community members struggling with housing, substance abuse, and mental health issues to ensure their cycle of suffering ends.

FEDERAL PRIORITIES

NLC COVID Response and Relief Priorities

City governments across the nation provide essential services that keep our economy and neighborhoods strong. From sanitation services, water utilities and public health to affordable housing, summer youth programming and public safety, these are the services that make our communities work. As the coronavirus spiraled into a global public health and economic crisis, local leaders and municipal workers were and continue to be on the frontlines of minimizing the spread and preparing to reopen, while minimizing the financial burden of mass unemployment and industry shutdowns on residents and businesses.

Despite these efforts, the sudden, deep and all-encompassing crisis and ensuing economic decline has left city budgets with gaping revenue losses and unexpected expenses.

- Due to the impacts of the COVID-19 response, the City of Auburn is estimating a direct impact of lost revenue of about \$9 million, nearly all of that coming from sales tax losses and about \$1 million in losses from permitting and business licensing.
- Other lost revenue sources include: program registration fees, greens fees, facility rental fees, utility payments, utility taxes, property tax distributions coming later
- Potential cash flow issues with the extension of property tax deadlines by the county
- Utility customers getting far behind on utility payments because shut offs are being suspended – but those back bills will still be due eventually
- Gas tax revenues are down and these revenues support capital projects and street crew work.

Auburn is a city that generates the majority of our revenue from sales taxes, property taxes, fees and charges. These sources have been hit hard and our budget has experienced immediate and significant losses in these “vulnerable” sources of revenue.

The City of Auburn supports the HEROES Act and many of the supports offered, such as assistance for general aviation airports; assistance to businesses and schools and help for emergency workers, but it is imperative that local direct funding be a part of the recovery process in our country.

Cyber Security

Issue: Cities don’t have the resources to afford adequate systems to address cyber security.

Federal Request: Funding to mitigate costs at community/local levels.

Homeless and Housing

Issue(s): The city has a lot of housing stock and more coming online. Issues are related to 0-30 level availability and preservation for older, existing lower income housing options.

Federal Request: Grant funding for preservation of low-income housing/facility stock.

Human Services Consolidated Resource Center

Issue(s) – The facility is an opportunity to co-locate several health and human services resources in one location.

2021 Legislative Priorities – City of Auburn

Federal Request: 1) Programming funding for community court either via King County court resource center funds, public defender or court administration funds. 2) Funding for facilities development and maintenance cost. 3) Funding through the Center for Court Innovation

Mental Health

Issue: WA State initiative to decentralize mental health programs. More and more public service providers need to become knowledgeable about managing and responding to mental health situations.

Federal Request: Funding for mental health training for public service providers, city employees, etc.

Parks, Arts & Recreation

Issue: The City has an opportunity to convert the Jacobsen Tree Farm on Lea Hill into a park and sports facility

Federal Request: Support the City's grant application under the Land and Water Conservation Fund to redevelop the property for public use.

Public Safety

Issues: 1) There is a national shortage of police officers. Police officer recruitment, training and retention assistance at the local level is needed. 2) Fleet and equipment – capital outlays.

Federal Request: Workforce or educational resources to assist specifically with recruitment, training and retention of public safety officers. Ideas include student loan incentive/forgiveness, mental health training, creating flexibility in existing grants (e.g. COPs, SRO, etc.) to allow for training and recruitment costs vs. just to pay for the officer, etc.

Grants and funding for local government costs associated with public safety capital outlays.

Cable and Telecom

Issues: Cable and Telecom companies continue to engage in practices to evade/reduce exposure to local franchise fees and permit fees (e.g. FCC 5G deployment regulations, FCC Cable in kind services, etc.) that do not recover the expense to facilitate their deployment within local jurisdictions. In addition, the recent FCC orders put a heavy burden on local jurisdictions to meet unreasonable timeframes for permit issuance and put local jurisdictions at odds with implementation of other federal and state regulations that they are mandated to abide by. Cities are not allowed to recoup costs associated with providing access and use of the public right of ways.

Federal Request: Congress and the FCC should recognize, protect and enforce local government's obligation to protect local assets and charge fees necessary to maintain services and the assets for all public purposes.

Issues: Broadband Access for All. The pandemic clearly exposed the need for workers, employers, students and families to have reliable access to broadband internet in their homes and businesses. We cannot leave our residents without this necessity any longer.

Federal Request: The City of Auburn supports House Resolution 7022, the Rural Broadband Acceleration Act in hopes that the Federal Communications Commission to accelerate the Rural Digital Opportunity Fund, a \$20.4 billion fund designed to bring broadband access to rural homes and small businesses.

2021 Legislative Priorities – City of Auburn

Federal Transportation Bill Re-Authorization

Issue: There is insufficient funding to support the long term maintenance and needed expansion of the national transportation system and many local jurisdictions continue to fall farther and farther behind on the necessary improvements to keep the commerce and people of the country moving. The burden on local jurisdictions is only increasing while revenues are stagnant or reducing. We need federal programs that get flexible funding to the local level.

Ask: Request Congress to authorize a new, long term federal surface transportation bill that helps fix the Highway Trust Fund and supports innovative programs and more local control. Federal transportation programs need to enhance the access of suburban small to medium-size cities to federal infrastructure funding and provide for additional and/or new dedicated funding for multi-modal (bicycle/pedestrian) and open space projects.

GSA Property Disposal

Issue: In January 2020, the Public Buildings Reform Board's (PBRB) transmittal of its high value property recommendation to the Office of Budget & Management (OMB) was accepted in accordance with the Federal Asset Sales and Transfer Act (FASTA) of 2016. The Auburn Complex is one five properties in that recommendation.

The City of Auburn has long appreciated GSA's presence at the 129 acre site located along C Street SW and 15th Street SW. GSA and the collection of other federal services located at this site have provided an important contribution to the City's economic and social wellbeing. It was unfortunate news to hear that GSA and some of the other federal services are being relocated to facilities outside the City of Auburn.

But there is also a tremendous, once-in-a-generation opportunity to capitalize on as this site is marketed for sale. Built out cities like Auburn rarely experience an opportunity to reimagine the redevelopment of a 129-acre commercial site that is not encumbered by wetlands, streams, floodplains or other constraints that limit development potential.

The Auburn Complex property sits within ¾ of a mile of the nearby Outlet Collection (formerly the SuperMall of the Great Northwest) and has become the city's largest commercial area. Since the 1990s, this area has experienced a gradual change to commercial uses that support retail, restaurant, office and hospitality uses. The development of the mall in the 1990s prompted a ripple effect of land use change that has added tremendous value to the City. In 2013, the mall ownership re-invested \$35 million into the redevelopment and rebranding of the site. The Outlet Collection is now the largest outlet mall in Pacific Northwest.

The City of Auburn has designed and constructed the adjacent corridor (15th Street SW) as a commercial corridor. The road at 15th Street NW includes 5 lanes, boulevard center landscaping, turn lanes, pedestrian cross walks and a cross walk for the 14 mile paved interurban trail that currently links the cities of Tukwila, Kent, Auburn, Algona and Pacific and is planned to expand to additional Puget Sound cities.

Federal request: Given the longstanding working relationship between the City of Auburn and GSA for over 70 years, we hope to continue the transparent process with the PBRB on the sale of the Auburn Complex. We also wish for GSA to consider the number of employees that live in the immediate community during the relocation process we would ask that the Agency do its best to secure the

2021 Legislative Priorities – City of Auburn

necessary space for the remaining SSA employees at or very near the current location which will create the least negative disruption to your employees and the surrounding community. The loss of so many employees who live and work in Auburn would be a devastating blow to Auburn.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Human Services Funding Overview - 2021/2022 Grant Funding
(Tate)(45 Minutes)

Date:

November 3, 2020

Department:

Community Development

Attachments:

[PowerPoint Presentation](#)

[Human Services Funding Memo](#)

[21-22 Funding Overview Program Descriptions](#)

[21-22 Auburn Supplemental for Agencies](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

This presentation will provide an overview of the 2021 – 2022 Human Services funding process and planned expenditures. Please see attached memo for full details.

Reviewed by Council Committees:

Councilmember: Trout-Manuel

Staff:

Tate

Meeting Date: November 9, 2020

Item Number:

CITY COUNCIL STUDY SESSION

**2021-2022
HUMAN SERVICES
FUNDING UPDATE**

**PRESENTED BY DEPARTMENT OF
COMMUNITY DEVELOPMENT
NOVEMBER 9, 2020**

Department of Community Development
Planning • Building • Development Engineering • Permit Center
Sustainability • Community Services • Code Enforcement

AUBURN
VALUES

S E R V I C E
E N V I R O N M E N T
E C O N O M Y
C H A R A C T E R
S U S T A I N A B I L I T Y
W E L L N E S S
C E L E B R A T I O N

GENERAL FUND VS CDBG



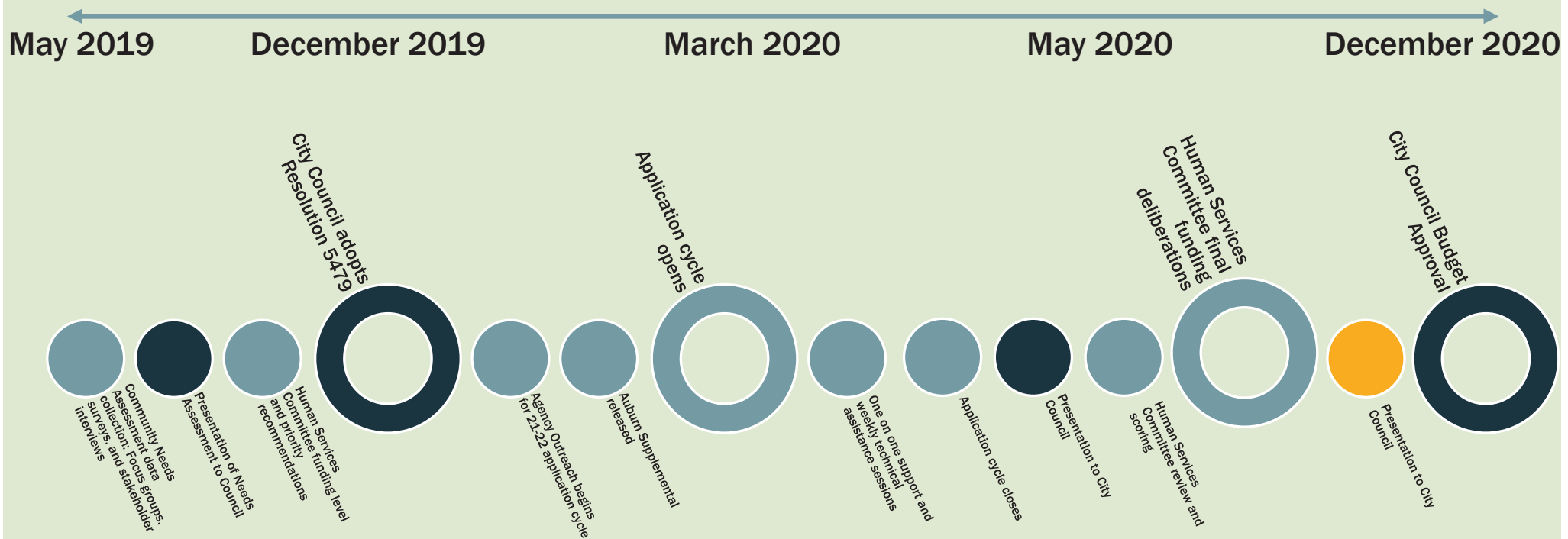
■ General Fund Human Services dollars

- \$680,000
- Competitive funding for direct service nonprofit agencies
- Guided by Human Services Funding Priorities set by Council
- Approved by City Council every other year during budget process

■ CDBG dollars

- \$632,034*
- Funds support city's Housing Repair program, public facility ADA improvements, public services (limited), and some economic development activities
- Guided by Consolidated Plan and Annual Action Plans
- Approved by City Council every year

HUMAN SERVICES FUNDING 2021 – 2022 TIMELINE AND NEXT STEPS



BACKGROUND

CITY OF AUBURN HUMAN SERVICES PROGRAM

- Allocates funding through a competitive application process to nonprofit agencies to provide direct services to community members.
- Currently manages contracts for 52 programs
 - Contract management includes:
 - Oversight of agency reports and invoicing
 - Regular monitoring of contracted agencies
 - Support for agencies to identify and overcome barriers to service provision

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

CITY OF AUBURN HUMAN SERVICES PROGRAM

- Supports coordination, collaboration, and capacity building for nonprofit agencies
- Staff work closely with regional partners to better assess need and advocate for the Auburn and South King County community
- Auburn participates in Share1App, a common Human Services application process shared by 16 King County cities
- All Share1App member City Councils are currently working through this same Human Services funding process

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ESTABLISHING PRIORITY AREAS

- In early 2019 Cloudburst Consulting was hired by the City to complete a Community Needs Assessment for Auburn to help guide Human Services funding priorities over the following five years.
 - In 2017 City Council approved a specific budget line item in the 2019/2020 biennial budget for the purposes of conducting the Assessment which would be used to establish human service priorities.
 - In the Spring of 2019, the consultant sought input from City Council as the methodology and outreach strategies were formed.
 - In the Fall of 2019, the consultant completed the Community Needs Assessment.

ESTABLISHING PRIORITY AREAS

- The Needs Assessment highlighted gaps in services and funding in the community, and opportunities for the City to better respond to identified and emerging needs.
- Final recommendations from the Consultant included both priority funding areas and proportionate allocation to each one assuming a targeted increase in Human Services funding, based on the community data they compiled.
- In November 2019, the Human Services Committee provided a formal recommendation to City Council supporting the identified priority areas and requesting an increase in the Human Services grants budget. City Council expressed support for the Assessment's findings.

2019 DIRECTION FROM CITY COUNCIL

- Council Resolution 5479 was adopted December 2019, establishing a 2020 Human Services Work Plan and formally endorsing the priority areas identified by the Needs Assessment.
- This resolution acknowledged the historic lack of growth in Human Services grant funding and supported the Committee and staff in implementing the identified priority areas and proportionate allocations.
- City Staff and the Human Services Committee implemented the Council's recommendations in the application and review process.

FINAL PRIORITY AREAS

1. Housing and Associated Services

Programs that provide ongoing housing or rental assistance and supportive services for individuals and families experiencing homelessness utilizing the Progressive Engagement model. Programs are characterized by ongoing case management and wraparound services as needed in addition to rental or other housing supports.

2. Homelessness Interventions

Programs that engage individuals and families experiencing homelessness in housing problem solving, including shorter-term, “light touch” models such as diversion and rapid exit from shelter.

3. Housing-related Supportive Services

Programs that meet housing related basic needs, including eviction prevention, utility assistance, shelter, storage, laundry, showers, and other homelessness prevention supports.

4. Basic Needs

Programs that meet a diverse array of non-housing related basic needs, including food access, youth programming, domestic violence advocacy, physical and behavioral health, childcare resources, immigration supports, legal assistance, etc.

5. Job Training and Education

Programs that provide education, job training and placement, or apprenticeship opportunities with the aim of increasing economic opportunities for participants.

THE APPLICATION CYCLE

HUMAN SERVICES FUNDING - ELIGIBILITY

- In order to be considered for funding, agencies must:
 - Meet one or more of the City of Auburn's funding priorities
 - Have 501(c)(3) status, or have a 501(c)(3) fiscal sponsor in place by the time the application period closes
 - Have a nondiscrimination policy in place
 - Meet minimum insurance requirements
 - Be willing and able to accept reimbursement for funds based on service unit completion
 - If funded, regularly track and submit required reports regarding services and demographics, and undergo regular monitoring

OUTREACH

- **Email outreach to all prior applicants, interested agency lists, and community groups**
 - December 2019 – May 2020
 - February 2020: Auburn supplemental information for applicant agencies emailed out and posted on the application website, detailing info on Technical Assistance, scoring, Auburn-specific priorities and requirements, and contact info for city staff
 - Weekly outreach and reminders once application opened
- **Information on City website**
- **Presentations and outreach to community groups**
 - South King County Forum on Homelessness
 - Auburn Community Roundtable
 - South King Council of Human Services
 - Seattle-King County Coalition on Homelessness

TECHNICAL ASSISTANCE AND SUPPORT

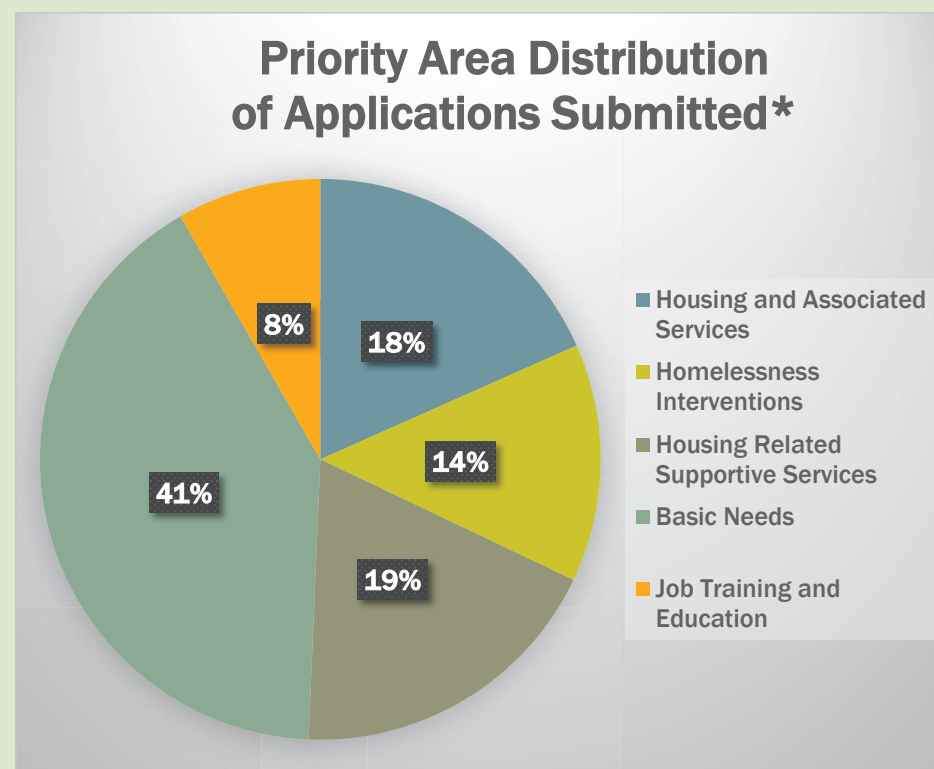
- **Application workshops with a question-by-question walkthrough**
 - In person (March 4) and online (March 9, 10)
 - Recording available on application website
- **Help guides and FAQ documents**
- **Auburn virtual TA sessions (drop in support for any application content):**
 - March 11, 8am – 11am
 - March 19, 1pm – 4pm
 - March 27, 8am – 11am
 - April 2, 1pm – 4pm
 - April 8, 1pm – 4pm
 - April 17, 8am – 11am
 - April 21, 1pm – 4pm
 - April 29, 8am – 11am
- **One-on-one TA provided over phone and email as needed, through 5pm on May 1**
- **Answers to any TA questions updated on Auburn website**

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INITIAL DATA – APPLICATIONS SUBMITTED

- 79 Applications submitted
 - 60 Agencies
 - Total requested: \$1,497,791
- Applications by Priority Area*:
 - Homelessness Interventions: \$205,561
 - Housing and Assoc. Services: \$249,832
 - Basic Needs: \$604,348
 - Housing Related Supp. Services: \$278,550
 - Job Training and Education: \$124,500

*after eligibility review



HUMAN SERVICES COMMITTEE REVIEW

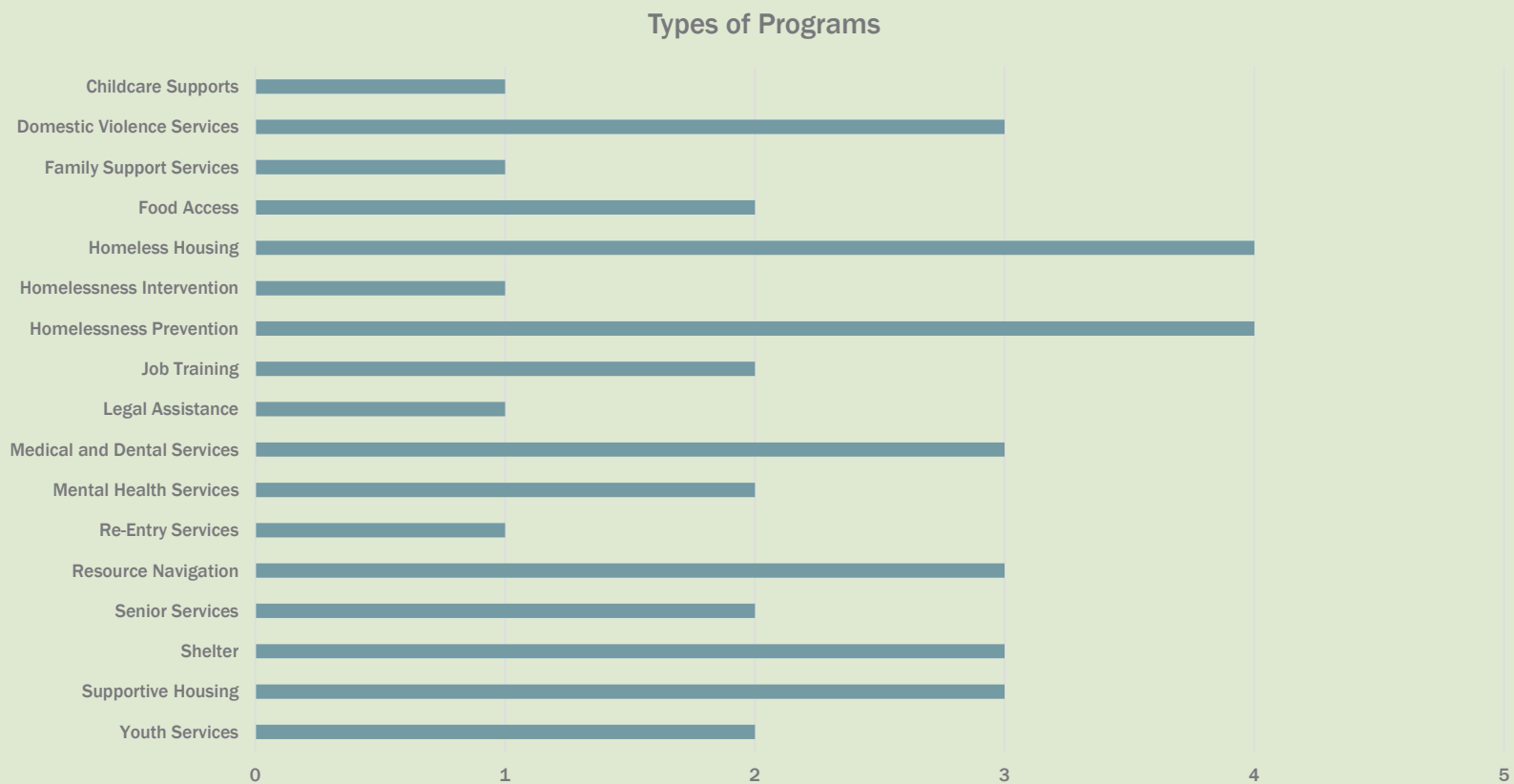
- Needs Assessment used to create the framework for the review process
- Scoring and review took place over five months
- Scoring criteria:
 - 1. Program Description (25%): Illustrates community needs and program capacity
 - 2. Program Impact (35%): Demonstrates ability to measure program success
 - 3. Program Accessibility (30%): Accessible to all eligible program participants
 - 4. Budget (10%): Complete, accurate, and reasonable financial budget
- Applications were scored and discussed by Priority Area, with consideration given to each area's percentage targets
- Key considerations included:
 - Prioritizing programs which serve high numbers of Auburn residents relative to the funding request
 - Costs per service unit compared with impact,
 - Likelihood that services would continue to be effective and available without Auburn Human Services funding.
- Recommendations were finalized by the Committee on September 28, 2020

2021 – 2022 PLANNED EXPENDITURES

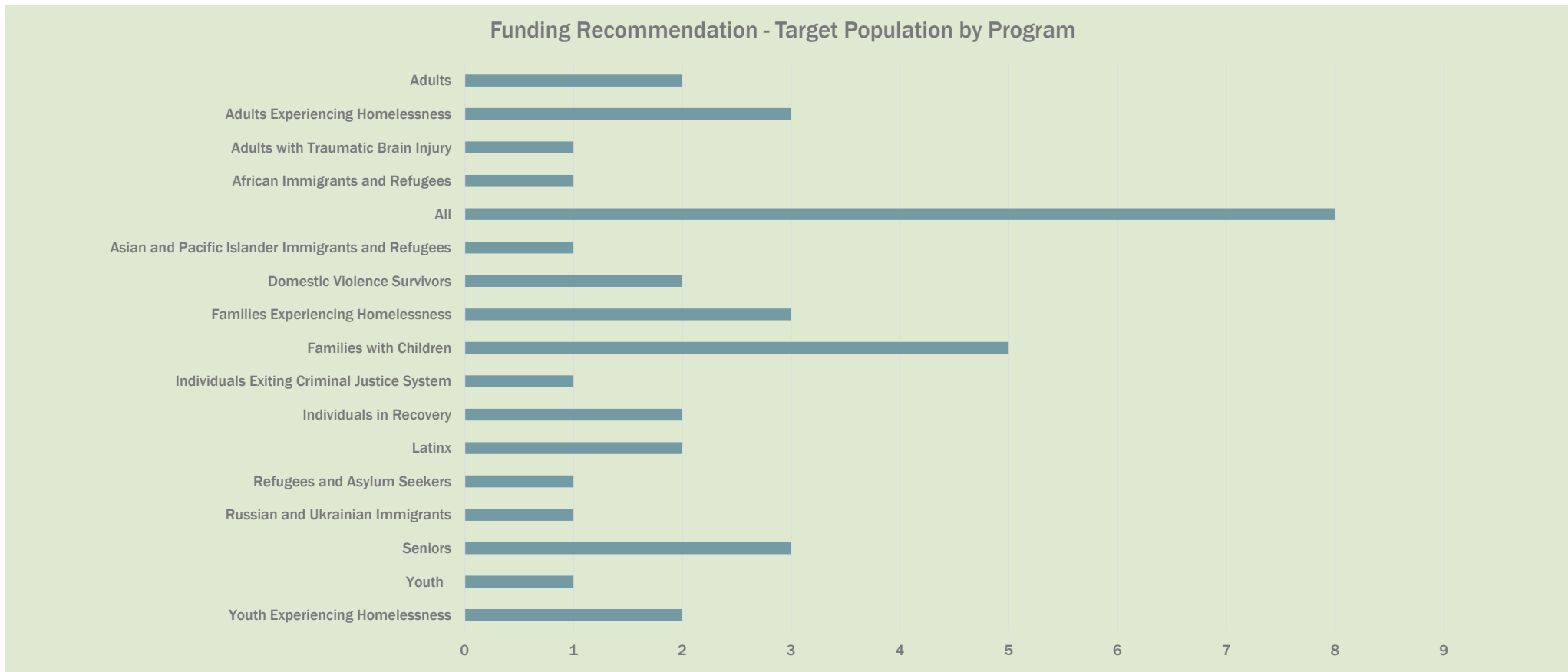
2019 Percentage Recommendations endorsed by Council
vs. 2021-2022 Planned Funding Expenditures



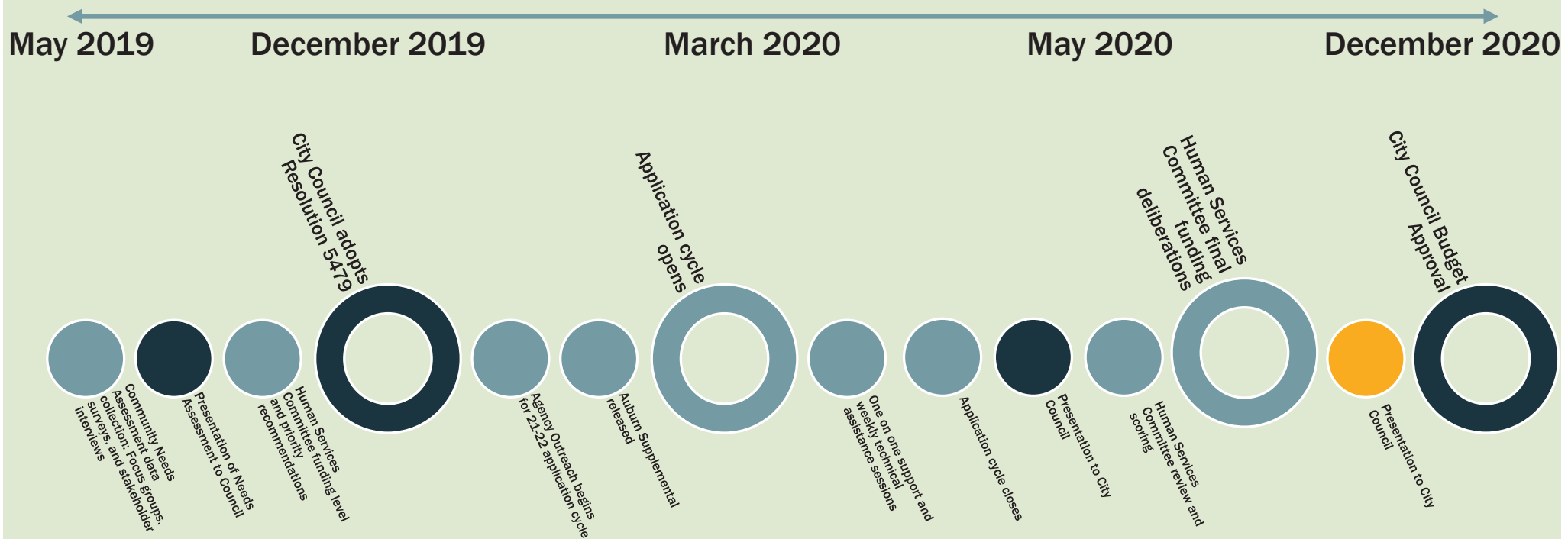
2021 – 2022 PLANNED EXPENDITURES



2021 – 2022 PLANNED EXPENDITURES



HUMAN SERVICES FUNDING 2021 – 2022 TIMELINE AND NEXT STEPS



QUESTIONS?

THANK YOU

To: Auburn City Council

From: Auburn Human Services Committee Chair, Jason Berry

Date: November 2, 2020

Re: Human Services Committee Grant Funding Allocation and Awards

2021-2022 Human Services Funding

Every two years, the City Council allocates General Fund dollars to make competitive funding available for nonprofit agencies providing services to Auburn residents. Applications are reviewed and scored by the Human Services Committee, an advisory body to the City Council, based on funding priorities set by the Council.

Background

In the Fall of 2019, Cloudburst Consulting completed a Community Needs Assessment for Auburn to help guide Human Services funding priorities over the following five years. This Needs Assessment included recommendations for both priority funding areas and proportionate allocation to each one based on a targeted increase in Human Services funding, based on the community data they compiled.

These priority areas are:

Basic Needs

Homelessness Interventions

Housing and Associated Services

Housing Related Supportive Services

Job Training and Education

In November 2019, the Human Services Committee provided a formal recommendation to City Council supporting the identified priority areas and requesting an increase in the Human Services grants budget to 2% of General Fund expenditures, in order to more effectively respond to increased needs in the community and align with the spirit of the recommended funding distribution across priority areas.

The City Council adopted Resolution 5479 in December 2019, establishing a 2020 Human Services Work Plan and endorsing the priority areas identified by the Needs Assessment. This resolution acknowledged the historic lack of growth in Human Services grant funding, and supported the Committee and staff in implementing the identified priority areas and proportionate allocations. The Mayor's 2021-2022 budget has been presented to City Council and includes a program improvement that increases the Human Services funding allocation. Combined with other funds already contained within the department's budget, the total allocation of Human Services grant funding available in the 2021-2022 budget is set at \$680,000. This is a \$190,000 increase from the prior year funding, and represents 0.92% of the 2019 General Fund expenditures.

Application Process Overview

Auburn participates in Share1App, a common Human Services application process shared by 16 King County cities. In order to be considered for funding, agencies must:

- Meet one or more of the City of Auburn's funding priorities
- Have 501(c)(3) status, or have a 501(c)(3) fiscal sponsor in place by the time the application period closes
- Have a nondiscrimination policy in place
- Meet minimum insurance requirements
- Be willing and able to accept reimbursement for funds based on service unit completion
- If funded, regularly track and submit required reports regarding services and demographics, and undergo regular monitoring

Prior to the application cycle opening, City staff conducted the following outreach to nonprofit agencies:

- December 2019 – May 2020: Email outreach to all prior applicants, interested agency lists, and community groups
- February 2020: Auburn supplemental information for applicant agencies emailed out and posted on the application website, detailing info on Technical Assistance, scoring, Auburn-specific priorities and requirements, and contact info for city staff
- Weekly outreach and reminders once application opened
- Information on City website
- Presentations and outreach to community groups
 - South King County Forum on Homelessness
 - Auburn Community Roundtable
 - South King Council of Human Services
 - Seattle-King County Coalition on Homelessness

While the application cycle was open, City staff provided the following technical assistance and support:

- Application workshops with a question-by-question walkthrough
 - In person (March 4) and online (March 9, 10)
 - Recording available on application website
- Help guides and FAQ documents
- Auburn virtual TA sessions (drop in support for any application content):
 - March 11, 8am – 11am
 - March 19, 1pm – 4pm
 - March 27, 8am – 11am
 - April 2, 1pm – 4pm
 - April 8, 1pm – 4pm
 - April 17, 8am – 11am
 - April 21, 1pm – 4pm
 - April 29, 8am – 11am
- One-on-one TA provided over phone and email as needed, through 5pm on May 1
- Answers to any TA questions updated on Auburn website

The City received 79 applications from 60 Agencies with a total requested amount of \$1,497,791.

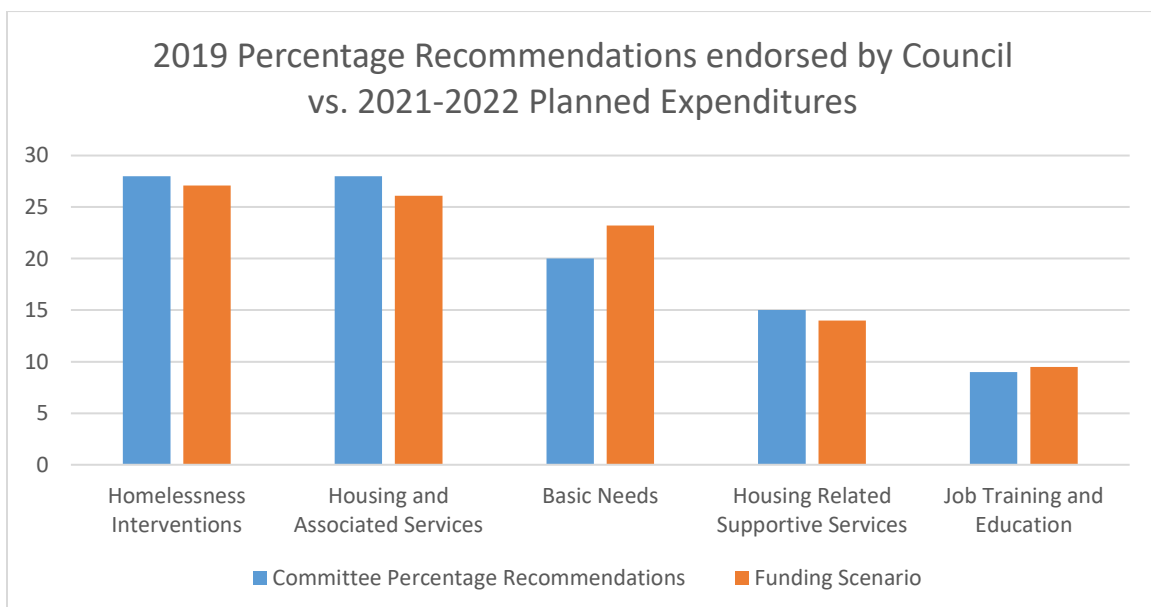
2021-2022 Human Services Planned Grant Expenditures

In the Committee's 2019 recommendation to City Council, it was noted that the percentage allocations across priority area may need to be adjusted slightly based on the overall funding amount. The percentages recommended to Council were:

Homelessness Interventions: 28%
Housing and Associated Services: 28%
Basic Needs: 20%
Housing Related Supportive Services: 15%
Job Training and Education: 9%

The percentages within this Funding Scenario are adjusted slightly to accommodate the large number of applications received, strength of application, and community need for programming within each priority area. The percentage breakdown is as follows:

Homelessness Interventions: 27.1%
Housing and Associated Services: 26%
Basic Needs: 23.3%
Housing Related Supportive Services: 14%
Job Training and Education: 9.6%



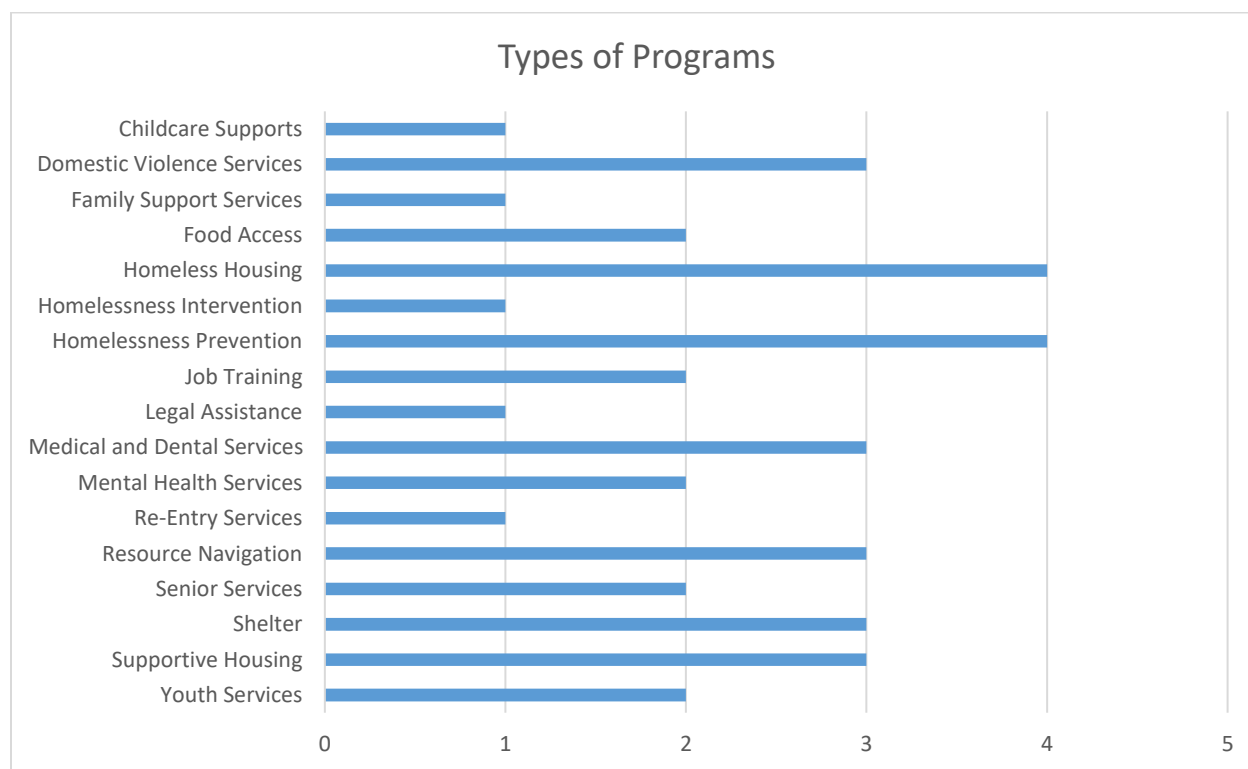
Key considerations expressed in Human Service application discussions guided hard funding decisions: prioritizing programs which serve high numbers of Auburn residents relative to the

funding request, costs per service unit compared with impact, and the likelihood that services will continue to be effective and available without Auburn Human Services funding.

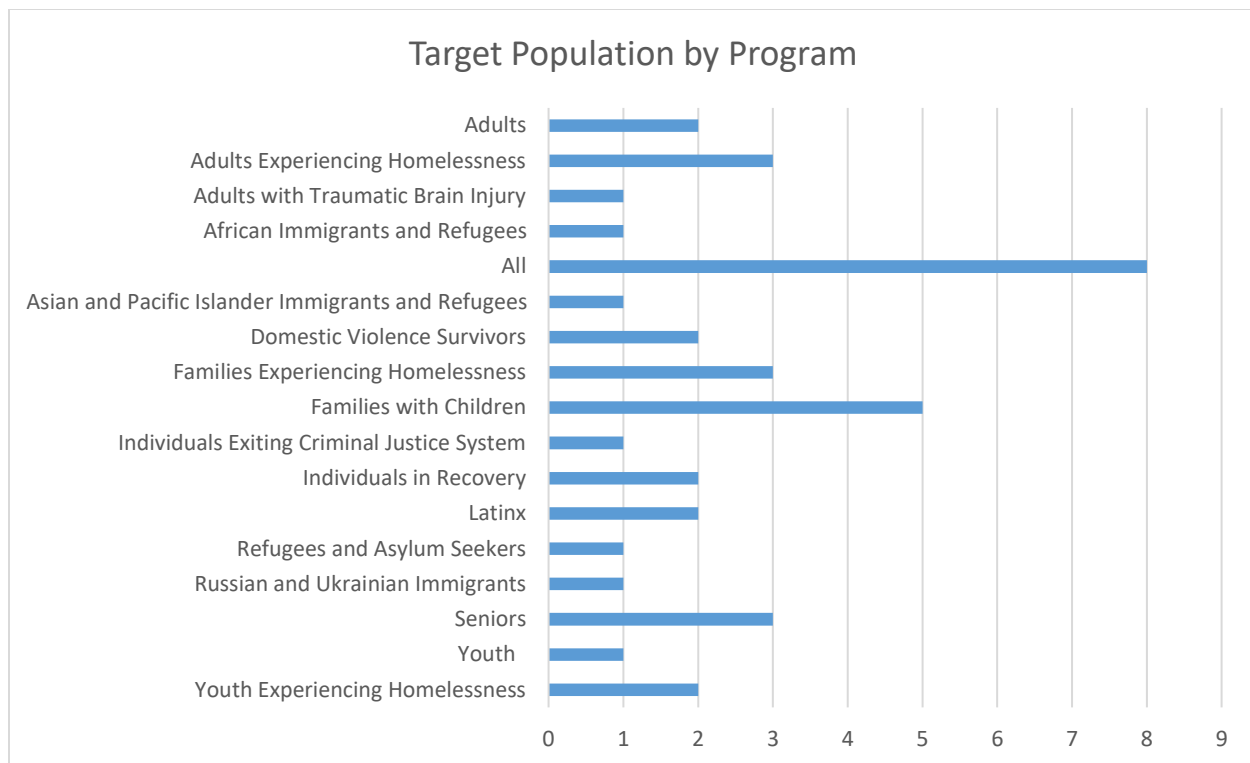
The breakdown of the total recommended funding across all five priority areas is as follows:

PRIORITY AREA	RECOMMENDATION AMOUNT
Homelessness Interventions	\$184,000
Housing and Associated Services	\$177,000
Basic Needs	\$158,500
Housing Related Supportive Services	\$95,500
Job Training and Education	\$65,000
TOTAL	\$680,000

The programs identified in this funding scenario provide a wide range of services to Auburn residents, as shown in the chart below.



Additionally, a number of programs included provide services tailored to specific populations to support better access and program outcomes. These may include culturally or linguistically specific services not generally available within mainstream organizations.



Programs by Priority Area

Homelessness Interventions

Total Number of Applications: 10

Total Amount Requested: \$205,561

Committee Funding Amount Target: \$190,400

Recommendation Total: \$184,000

The Community Needs Assessment identified Homelessness Interventions as one of the top funding priorities for Human Services in order to respond the increasing homelessness crisis that exists in our community and beyond. When asked how they would prioritize City of Auburn Human Service funding, 100% of community members in interviews and focus groups prioritized “housing” as the primary need. People experiencing homelessness shared that up-front costs is sometimes all they need to obtain housing stability; covering a deposit, first month rent and move in costs would be sufficient to end their episode of homelessness. This speaks to the broad spectrum of housing resources needed in the community, from light touch, one-time assistance to intensive supportive housing interventions.

Agency	Program	Service Type	Recommended Amount
Catholic Community Services KC	Katherine and Rita's Houses	Women's Shelter/Case Management	\$10,000.00

Catholic Community Services KC	HOME and WHOME	Men and Women's Shelter/Case Management	\$15,000.00
Mary's Place Seattle	A Place to Call Home	Women and Family Shelter	\$50,000.00
Renton Ecumenical Assoc. of Churches	REACH Center of Hope	Family Shelter/Case Management	\$3,000.00
SKC Dept. of Public Health	Mobile Medical	Dental Care	\$12,000.00
Sound	PATH	Homeless Outreach/Case Management	\$9,000.00
South King County St. Vincent de Paul	St. Vincent de Paul Stores Emergency Services	Rent/Utility Assistance	\$25,000.00
The YMCA of Greater Seattle	Arcadia: Outreach	Youth Shelter/Street Outreach	\$60,000.00

Housing and Associated Services

Total Number of Applications: 10

Total Amount Requested: \$249,832

Committee Funding Amount Target: \$190,400

Recommendation Total: \$177,000

Similar to Homelessness Interventions above, the Community Needs Assessment identified Housing and Associated Services as one of the top funding priorities for Human Services in the 2021-2022 cycle, recommending an allocation of 28% to programs that provide housing or ongoing rental assistance along with tailored supportive services programming. For individuals and families moving out of homelessness, research supports an inability to predict the level of assistance a household will need to stabilize, even by looking at specific data around income, employment, substance use, etc. Therefore, programs should have supportive service staff that can work closely with people to understand exactly what is needed to permanently end their episode of homelessness. It is important that programs utilize real time data to analyze displacement and demonstrate an understanding of equity-related implications of all housing interventions.

Agency	Program	Service Type	Recommended Amount
African Community Housing	SCHD Social Services Program	Resource Navigation/Case Management	\$15,000.00
DAWN	Housing	DV Shelter	\$15,000.00
Multi-Service Center	Shelter and Supportive Housing	Family Shelter/Case Management	\$8,500.00

Solid Ground	JourneyHome Rapid ReHousing	Rental Assistance/Case Management	\$57,500.00
St. Stephen Housing Assoc.	Transitional Housing	Transitional Housing/Case Management	\$15,000.00
Terry Home	Terry Home	Supportive Housing for Ind. w/ Traumatic Brain Injury	\$15,000.00
Valley Cities	Auburn Housing Financial Assistance	Rental Assistance/Case Management	\$11,000.00
Vine Maple Place	Stable Families Program	Rental Assistance/Case Management	\$40,000.00

Basic Needs

Total Number of Applications: 41

Total Amount Requested: \$604,348

Committee Funding Amount Target: \$136,000

Recommendation Total: \$158,500

This priority area, which includes non-housing basic needs services such as childcare resources, community health services, domestic violence services, food access, meal delivery, and youth programming, has historically received the highest proportion of human services funding in Auburn. The shift to concentrate funding efforts on housing and homelessness has the most significant impact on this group of service types. While the City received more than \$600,000 in requests in this category alone, the Human Services Committee worked to develop a funding scenario that aligned with their 2019 recommendations (at this funding level, about \$136,000).

Agency	Program	Service Type	Recommended Amount
Asian Counseling and Referral Service	Whole Health Oriented Mental Health Program	Mental Health Svcs.	\$5,000.00
Auburn Pregnancy Aid	Meeting Basic Needs for Children	Infant/Children Basic Needs	\$3,500.00
Auburn Respite Program	Respite Program	Senior Care	\$5,000.00
Catholic Community Services KC	Volunteer Services	Senior Chore Svcs.	\$7,500.00
Child Care Resources	Child Care Financial Assistance	Child Care Vouchers	\$10,000.00
Christ Community Free Clinic	Basic Needs	Dental Clinic	\$10,000.00

Consejo Counseling and Referral Service	Domestic Violence Community Advocacy	DV Advocacy	\$6,500.00
DAWN	Community Advocates	DV Advocacy	\$10,000.00
Eastside Legal Assistance Program	Eastside Legal Assistance	Legal Assistance	\$6,500.00
El Centro de la Raza	SKC Systems Navigation	Resource Navigation/Case Management	\$12,000.00
Freedom Project	SKC Credible Connection	Re-entry Resource Navigation	\$10,000.00
HealthPoint	Dental Care	Dental Care	\$20,000.00
Sound Generations	Meals on Wheels	Food Delivery	\$12,500.00
The Auburn Food Bank	Food Services	Emergency Food	\$30,000.00
Ukrainian Community Center	RURAP	Resource Navigation/Case Management	\$10,000.00

Housing Related Supportive Services

Total Number of Applications: 9

Total Amount Requested: \$278,550

Committee Funding Amount Target: \$102,000

Recommendation Total: \$95,500

Housing related supportive services was identified through the Needs Assessment as a priority to maintain stability for residents currently housed as well as provide supportive resources for those experiencing homelessness. While there were not any applications with programming focused on storage, laundry and hygiene facilities which were needed resources highlighted in the Needs Assessment, there were programs providing financial assistance each serving different populations, mental health services, and youth services for young residents experiencing homelessness.

Agency	Program	Service Type	Recommended Amount
Catholic Community Services KC	Emergency Assistance	Rent/Utility Assistance	\$10,000.00
Lutheran Community Services NW	Lutheran Community Services NW	Mental Health Svcs.	\$9,000.00
Multi-Service Center	Emergency Assistance & Resource Navigation	Rent Assistance/Resource Navigation	\$30,000.00
The Auburn Foodbank	Financial Assistance Services	Rent/Utility Assistance	\$26,500.00
The YMCA of Greater Seattle	Fit & Fun Before School Program	Before School Program	\$20,000.00

Job Training and Education

Total Number of Applications: 7

Total Amount Requested: \$124,500

Committee Funding Amount Target: \$61,200

Recommendation Total: \$65,000

Over half of community members who responded to the Needs Assessment survey believed that job training and educational programming needs have increased. Because this priority area receives the smallest total dollar amount, it is necessary to make efficient use of these funds to attain the goal of opening access for economic stability. The total funding amount in this scenario is roughly twice as much as current job training and education funding levels.

Agency	Program	Service Type	Recommended Amount
AJAC	APM Training Center	Manufacturing Training	\$10,000.00
International Rescue Committee	Refugee and Immigrant Youth School Svcs	Youth Job Training	\$10,000.00
Orion Industries	Employment Services	Technical Job Training	\$45,000.00

Human Service Committee

2021-2022 Funding Recommendations

Program and Scope of Work Summary

HOMELESSNESS INTERVENTIONS

Catholic Community Services KC	Katherine and Rita's Houses
Catholic Community Services KC	HOME and WHOME
Mary's Place Seattle	A Place to Call Home
Renton Ecumenical Assoc. of Churches	REACH Center of Hope
SKC Dept. of Public Health	Mobile Medical
Sound	PATH
South King County St. Vincent de Paul	St. Vincent de Paul Stores Emergency Services
The YMCA of Greater Seattle	Arcadia: Outreach

Catholic Community Services KC: Katherine and Rita's Houses

Description: Katherine's House and Rita's House are recovery-based transitional housing for homeless adult women in recovery from drug and alcohol dependency. Residents receive case management to find permanent housing, outpatient drug/alcohol treatment, life skills development, financial literacy information, and educational and employment assistance. After graduation, residents enroll in an Aftercare program where they receive ongoing staff support that helps to maintain long term housing stability. The goal of Katherine's and Rita's House is to help women with a substance use disorder experiencing homelessness maintain their sobriety and secure permanent housing as quickly as possible. Each woman's recovery and housing plan is supported by providing safe shelter and individualized case management. Residents are encouraged to accept the first offer of permanent housing available to them. Residents can stay up to 24 months.

Service Units: Transitional Housing and Case Management- Individuals will secure housing: The expected outcome is that 85% of residents will secure permanent housing upon exit from the program and that 85% of those residents who obtain housing will retain it for at least 12 months. Outcome information is collected through staff contact with residents as they exit the program in the form of an exit interview. This information is put into the CCS HMIS/Clarity database system. Residents are enrolled in the Aftercare program and are provided ongoing support in their recovery, employment, finances, and housing. Residents are encouraged to maintain regular contact with staff following their exit and new information is entered into the data base system to keep records current.

Catholic Community Services KC: HOME and WHOME

Description: The HOME and WHOME programs are overnight shelter partnerships between the Kent and Auburn faith-based communities and Catholic Community Services. The HOME shelter serves 25 men year-round and the WHOME shelter serves 15 women during the winter months. Both shelters offer people a safe place to sleep, nourishing meals, and case management support. The program enables people to meet their basic needs and transition back to housing. Funding is requested for overnight staffing and case managers. The HOME program has served the Kent and South King County area for more than 20 years and provides low-barrier overnight accommodations, hot meals, and individualized case management to adults experiencing homelessness in the Kent and South King County areas. The programs are operated by Catholic Community Services in partnership with a local volunteer advisory committee that helps coordinate meals and host churches as well as local fundraising and advocacy. The HOME shelter opens each evening at 8:45pm and operates until 7am each morning 365 days a year. The program rotates between local host churches each month and currently is housed in 8 different community locations throughout the year.

Service Unit: Shelter Bed Nights- The Service Unit reflects the number of bed nights of shelter for each city based on residency of that particular city. Clients who are enrolled in the shelter program are registered in HMIS, which tracks the city of last residency. Case managers also track each participant's nightly stays in HMIS to tally unduplicated bed nights.

Mary's Place: A Place to Call Home

Description: Mary's Place offers women, children and families experiencing homelessness respite, nutrition, safety and shelter in a setting where relationships are affirmed, and a new future begins. We serve over 2,000 families experiencing homelessness, provide diversion services to over 500 families, and help almost 300 adults find jobs each year across King County. This program will help families move rapidly from homelessness to housing through diversion services and flexible direct client assistance. Our mobile Diversion Specialists meet with unsheltered families and work to rapidly move them into housing. Diversion assists families to remove barriers so they are able to qualify for housing, such as documentation and negotiation of housing debt, creative approaches to paying down debt, relocation to supportive friends/family, and move-in assistance. In 2019, our Diversion program served 499 families across King County, 76% of which were diverted to permanent housing without entering shelter.

Service Unit: Shelter- Housing – We measure the success of our Diversion program by tracking the number of clients served and the number of families diverted from homelessness to housing, measured upon exit to housing. We measure our impact by percentage of clients who are housed within 30 days. In 2019, nearly 40% of families who entered Diversion and Outreach programs were housed within 30 days. In the first quarter of 2020, 82% of enrolled families moved to permanent housing, our best outcome to date. Data Collection Methodology: Diversion and Outreach Specialists are trained in data collection, management, record keeping and security. Mary's Place Diversion and Outreach Specialists evaluate a family's potential assistance needs and support networks to ensure they have access to resources. They provide regular check-ins with families. Diversion and Outreach data is tracked in our internal Agency database, as well as the County-wide HMIS system.

SKC Dept. of Public Health: Mobile Medical

Description: The Mobile Medical Program is part of the Health Care for the Homeless Network (HCHN) at Public Health - Seattle & King County (PHSKC). The Mobile Medical program provides free, walk-in medical care, dental care, and social services to individuals experiencing homelessness in King County. The program's "vans" are 40-foot RVs, customized to operate as integrated care clinics at rotating sites including community meal programs, faith-based organizations, social service agencies, shelters, and encampments. Public Health – Seattle & King County seeks continued funding from the South King County cities to help maintain critical walk-in dental treatment provided through our Mobile Medical program. Walk-in dental treatment includes emergency dental procedures, dental exams, restorative dental care, and assistance in obtaining dentures. These dental services are fully integrated with our medical, mental health, communicable disease screening, substance use disorder and social services.

Service Unit: Dental Visits- Success is measured in 3 ways: 1) total number of visits and patients served; 2) linkages to follow-up care and additional services; & 3) patient satisfaction report backs. Data collection methods include documentation of all patient visits and services rendered into our electronic health record system, including records of referrals and completed linkages. Patient satisfaction is periodically assessed formally through surveys or focus groups. Anonymous comment cards and suggestion boxes are provided daily. Clinicians chart progress on individual patient's success on mutually agreed upon goals. In 2019, the Mobile Medical Program provided over 4,500 medical and behavioral health visits to over 1,700 unduplicated patients, 10% of whom had at least one dentist visit. Specific Outcome Measure #1: Connect 25% of dental patients to eligibility assistance services for basic needs, including linkages to housing and shelter, health insurance, hygiene, clothing, and food. 2019 Result 17% (n=27)

Sound: PATH

Description: PATH is a homeless outreach program that provides case management and connection to resources for individuals experiencing homelessness in South King County. PATH works primarily to enroll homeless individuals with mental illness and/or substance use disorder challenges who are not already connected to behavioral health services in the community. The primary goal is to assist with the transition to shelter, housing, basic needs, and behavioral health services. PATH provides outreach to homeless persons to engage them in services that will improve the quality of their life. This is achieved through a process which identifies the barriers that prohibit them from attaining a quality of normative living. Once the barriers are identified, the process includes gaining the necessary trust of the individual so they will accept the outreach worker linking, referring and/or accompanying them to the necessary services. Outreach is conducted by walking the streets, by observation while driving and/or responding to calls from concerned residents, social services, police, library staff, park workers, or others who encounter long-term homeless individuals. PATH staff is trained to identify and address their level of needs with the goal of reversing these trends. Many of the homeless are wary and distrustful of human interactions. With this knowledge the team goes to where the person resides and begins the engagement process with the goal of accompanying them toward a better quality of life. Through street outreach, community services, linkage to

healthcare, mental health, chemical dependency screenings, treatment and housing placements the team is providing services that increase community safety and improving the lives of the homeless. Sound's philosophy of care which embodies the principle of respect for individuals and the cultural diversity of our staff, clients, and the communities we serve was developed from input from Sound's Peer Leadership group, which consisted of former clients, many of whom were previously homeless.

Service Unit: Case Management- PATH measures our success in the community by the number of individuals who choose to enroll in our services. The proposed outcomes are that more homeless individuals will be serviced. Services are designed to increase self-sufficiency through improving access to health care, housing, building a safe community, improving health and well-being, and meeting basic needs. 55% of contacted persons will enroll in services with PATH. All contacts and participant enrollment information is entered into the Homelessness Management Information System (HMIS) database and Sound electronic health record. Each month HMIS data is evaluated by King County and state contract monitors. Internal records of outreach locations, contacts made in each city each week, participants enrolled, and services connections made is also maintained. At the end of each month/quarter, a Sound data analyst and the PATH supervisor develop the demographic and outcome reports based upon the data in the systems.

South King County St. Vincent de Paul: Emergency Services

Description: Funds are used to exclusively prevent clients from either being evicted from their residences or having their utilities terminated. Funds are paid directly to the landlord or utility service provider. In some instances the funds are used to restore services that have been terminated.

Service Unit: Financial Assistance- When we help a client by either by assisting them in staying in their residence or keeping their utilities on because we first getting either a verbal commitment from the utility company or a written guarantee from the landlord that the eviction will be stopped. We are not able to pay 100% of the amount owed, but the clients are afforded the opportunity with this lifeline to make other arrangements or extend their payments.

The YMCA of Greater Seattle: Arcadia: Outreach

Description: YMCA of Greater Seattle (YGS), which has recently acquired Nexus Youth and Families, provides outreach services throughout South King County (SKC), drop-in services, and emergency shelter for homeless youth and young adults at the Arcadia facility, located in Auburn. Participants are able to access basic needs: food, showers, laundry, a safe place to sleep and warmth items, as well as connection with case management and other needed services in order to become self-sufficient. YMCA's street outreach team engages YYA throughout (SKC) experiencing homelessness. While on outreach, the team assesses the needs of the YYA they meet through conversation and observation. After initial needs assessment, the team hand out hygiene packs, food packs, safer sex kits, warmth items, and bus tickets. Depending on the need, the team provide first-time transportation to the YYA shelter or the drop-in center in Auburn.

Service Units: Drop in Visit; Shelter; Case Management- One measureable outcome for the outreach program and drop-in and shelter services is the access that clients have to basic need items. Participants that access the drop-in center and young adult shelter are often coming from places where they did not previously have basic need items available to them. This ranges from showers and laundry services, to hygiene items like feminine hygiene products, food and water, as well as a safe and secure place to sleep; these programs are an essential tool for these vulnerable communities. In order to capture how many participants are gaining access to these items, all programs use tracking spreadsheets to determine how many, as well as who is accessing basic need items. Additionally, the drop-in center and shelter programs use sign-in sheets and intake forms on a daily basis to capture information on what services are being accessed while in these programs, and what referrals are made to other services such as employment and education opportunities. Another measureable outcome is knowledge of community resources that are readily available to clients. When doing an intake or talking with clients upon entrance to any program, staff always make available the different internal or external resources. Program staff work with clients to contact the resources needed and help them in following through with the needed appointments, etc. All of this information is tracked through program enrollment packages and reports that can be used to gather which clients from shelter, drop-in, and outreach services have accessed other programs within the organization, as well as other resources out in the community, and where they go after exiting our services.

HOUSING AND ASSOCIATED SERVICES

African Community Housing	SCHD Social Services Program
DAWN	Housing
Multi-Service Center	Shelter and Supportive Housing
Solid Ground	JourneyHome Rapid ReHousing
St. Stephen Housing Assoc.	Transitional Housing
Terry Home	
Valley Cities	
Vine Maple Place	Stable Families Program

African Community Housing and Development (ACHD): SCHD Social Services Program

Description: African Community Housing and Development (ACHD) is a culturally specific agency that understands the importance of social connections, especially in time of need. We are committed to provide supportive services to end homelessness despite barriers, with minimal financial and support resources. ACHD's Social Services program will provide case management to support more households struggling to stabilize. As a trusted culturally specific service agency, ACHD strives to provide timely fact-based information to mitigate the further spread of the Covid-19 in languages such as Somali, Amharic, Tigrinya, Swahili and Arabic. While we do not yet have the full picture of the impact Covid-19 will have on our community, ACHD is continuously looking for ways to be innovative in how we better serve our over 4000

youth, families, elders, and people with disabilities that sought ACHD services in 2019. ACHD will serve low-income families and individuals mainly from the African Diaspora as well as the Immigrant and Refugee communities e.g. Somalia, Ethiopia, Eritrea, Oromo, Sudan, The Gambia, Congo, Kenya, and Iraq. ACHD staff are multicultural and multilingual and can provide case management and trainings in client's home languages in Somali, Amharic, Swahili, Arabic and Tigrinya. In 2019, ACHD has supported 178 African Descent families and elders, who were experiencing housing instability, acquire housing in SeaTac, Des-Moines, Federal Way, Auburn, Tukwila, Kent, Renton, and unincorporated King County. Moreover, ACHD served 66 families with applying for Section 8 vouchers with King County Housing authority in February 2020.

Service Units: Case Management- Outcome: 90% of families and individuals achieve at least one goal they have identified to support their housing stability Measurement 1: All program participants will have had their goals down in writing with decisive steps to be taken to achieve their goals; Training/Workshops- Outcome: At least 90% of the program participants will demonstrate knowledge gained from attending workshops. Measurement : ACHD staff will conduct pre and post surveys to measure knowledge gained from attending workshops.

DAWN: Housing

Description: Our confidential emergency shelter provides safe housing for women and their children fleeing life-threatening, active domestic violence situations. It is a 13-room shelter that provides holistic support, including room, board, and additional supportive services like therapeutic support groups and advocacy support to the 30 to 50 women and children survivors living here daily. In 2019, we've provided 9,883 safe bed nights for 65 women and 67 children (including 8 infants). DAWN provides general and specialized (survivor designated by topic, age, sex, gender, cultural, racial etc.) weekly support groups to provide a caring atmosphere and a safe forum to discuss personal stories, needs and impacts. Our housing program shelters women and their children who are fleeing active, life-threatening domestic violence situations.

Service Unit: Shelter Bed Nights- DAWN currently evaluates all programs on a quarterly basis with direct client feedback through surveys. DAWN measures what each client is learning and taking away from the programs, as well as their satisfaction with each program that they engage with. After receiving this feedback, DAWN enters the survey information into a scoring metric that shows the overall success rating and satisfaction rating. On top of this, all results and clients served are stored in our client database, Osnum. Our expectations for outcomes are different based on different programs. However, in general, we know that 80% of families that come into shelter, leave our program for stable housing, 90% of clients surveyed state that they feel safer, know about more resources available in the community and feel more empowered and hopeful for their futures. DAWN considers this a success and will continue to vigilantly monitor our programs with direct client feedback in mind.

Multi-Service Center: Shelter and Supportive Housing

Description: MSC's Shelter and Supportive Housing programs provide comprehensive case management services to the most vulnerable members of our community. MSC's Shelter provides temporary safe housing for families to work with a Housing Advocate to

address their goals and reduce their barriers to obtain and maintain stable housing. MSC's Supportive Housing provides a safe place for single adults to work on their recovery while receiving individualized support from their Supportive Services Advocate. MSC provides comprehensive case management and safe housing to homeless families and to homeless single adults in recovery using a strength-based, client led model. Staff work with clients to help them develop goals to overcome barriers to stable housing and, ultimately, self-sufficiency and provide housing advocacy/navigation as well as resource navigation to achieve those goals. MSC staff also work with residents to advocate with their consent and on their behalf with landlords to help address barriers to housing.

Service Unit- Case Management- Case Management contacts with household members in-person, via phone and email; Shelter- Number of individual bed night stays at the MSC shelter; Transitional Housing- Number of individual bed night stays in supportive housing. MSC measures success for Shelter and Supportive Housing through clients' ability to exit to maintain housing and/or obtain permanent housing. 75% of residents will remain housed in Shelter and Supportive Housing or will have exited to permanent housing. This outcome is measured through client records including enrollment and exit data which are maintained in HMIS and MSC's CAPSYS60 databases.

Solid Ground: JourneyHome Rapid ReHousing

Description: Journey Home Rapid Rehousing (JHRRH) provides housing services and rental assistance for homeless families throughout King County. Case Managers and families develop a customized plan to address barriers and assist with short-term rental subsidies, move-in expenses, and at times debt repayment, transportation, furniture, and other housing expenses. We are proposing partnership with Auburn to provide RRH to Auburn families experiencing homelessness and struggling with compounding barriers. JHRRH Case Managers aim to assist 10 households living in Auburn in 2021 (five more than our 2019 service level) reaching an estimated 34 residents as they develop plans addressing their unique barriers to accessing and maintaining permanent housing. Families experiencing homelessness anywhere in King County are referred to our program through Coordinated Entry for All (CEA). When CEA is unable to fill referrals within six business days, our program connects with community partners to fill referrals externally. If awarded this grant, we intend to partner with South King County service providers to target Auburn residents for external referral openings. Once referrals are processed and assigned, Case Managers connect directly with families and utilize a progressive engagement and trauma informed model to assist them at the level of support they require.

Service Unit: Case Management- JourneyHome measures our success through the percentage of households that exit to a permanent destination. We also measure those who exit to a temporary destination (14% in 2019) and those who return to homelessness (6%). Our Program Coordinator and Data Specialist measures this outcome through use of the Homeless Management Information System (HMIS) data via existing HMIS outcome reporting tools. We also run the Seattle-King County Program Outcomes report in HMIS on a quarterly basis to track this measure's success throughout the contract year. At year-end, JourneyHome will report the percentage of Auburn households that exited the program into permanent housing.

St. Stephen Housing Association: Transitional Housing

Description: St. Stephen Housing Association operates 20 units of temporary housing for homeless families in Kent and Auburn. Families work with Case Managers, focusing on three crucial areas: increasing their income, reducing barriers to obtaining housing and finding permanent sustainable housing. The core components of our program are affordable housing and support services. Even though we are transitional housing, we have incorporated many Housing First principles into our program, including reducing families' length of stay, a more narrow focus on housing related goals, and the use of progressive engagement.

Service Unit: Transitional Housing- The primary outcome is for families to move into permanent housing. This is measured when a family leaves the program and goal is for 85% of exiting families to secure permanent housing at the end of their stay. Data is collected through exit assessments and continued case management with the family, with home visits and over the phone. All outcomes are also documented in HMIS. Our goal is for families to find sustainable and affordable housing. However, due to the high cost of housing in our area and the lack of more affordable housing, many families must move into market rate housing. This can be an almost impossible financial stretch for some families, but it is a reality in today's housing market; Financial Assistance- The primary outcome is for families to move into permanent housing. This is measured when a family leaves the program and goal is for 85% of exiting families to secure permanent housing at the end of their stay. Data is collected through exit assessments and continued case management with the family, with home visits and over the phone. All outcomes are also documented in HMIS. Our goal is for families to find sustainable and affordable housing. However, due to the high cost of housing in our area and the lack of more affordable housing, many families must move into market rate housing. This can be an almost impossible financial stretch for some families, but it is a reality in today's housing market.

Terry Home

Description: Terry home provides housing for 22 young adults who have all survived a traumatic brain injury(TBI). We opened our first home in 1996 in Pacific, WA for ten young TBI survivors and then opened our second home in Auburn in 2013 for 12 more survivors. Our 22 residents who are young adults who have all survived a Traumatic Brain Injury will be served by any money received from the City. Twelve of our residents live in our Auburn facility and ten live in our Pacific location. Our residents come from all over the Pacific Northwest and beyond. There are only 32 beds in the whole state of Washington that are specifically designed for young adults survivors of TBI --- Terry Home provides 22 of those 32 beds. We were the first home in the State specifically designed for this population and the first funded by the State and County Housing Authority. We currently have a waiting list of 25.

Service Unit: Transitional Housing- We have 22 units (beds) in our two locations. Twelve of these are in Auburn. We do not plan to add more units at this time and when we are full and at 100% capacity we are full.

Valley Cities: Auburn Housing Financial Assistance

Description: Valley Cities operates 80, scattered site units, of permanent supportive housing for vulnerable, previously homeless, individuals & families in the City of Auburn. Each unit is connected to a Housing Specialist and/or Case Manager that provides a range of services that

address physical and behavioral health issues, connection to community resources, and increased skills that build and sustain ongoing housing stability. Valley Cities will provide financial assistance to participants who reside in the City of Auburn and need assistance to maintain their housing stability. Most common financial assistance request is from participants who are unable to secure funds to pay their monthly rent or utilities to avoid eviction or are unable to pay for utilities to avoid a shut off notice of water and/or electricity.

Service Unit: Financial Aid- Valley Cities measures program success by the number of participants that remain stably housed for 6 months after financial assistance. We anticipate at least 75% of participants will remain stably housed after receiving financial assistance. Data collection method will be a spreadsheet with the participants name, date of request, unit number, total amount of financial aid received, case management received and whether the participant achieved the 6-month outcome of housing stability; Case Management- Valley Cities measures program success by the number of participants that remain stably housed for 6 months after financial assistance. We anticipate at least 75% of participants will remain stably housed after receiving financial assistance. Data collection method will be a spreadsheet with the participants name, date of request, unit number, total amount of financial aid received, case management received and whether the participant achieved the 6-month outcome of housing stability.

Vine Maple Place: Stable Families Program

Description: Vine Maple Place's (VMP's) evidence-based Stable Families program works with single-parent families to ensure that no child sleeps somewhere dangerous with their family tonight. Our holistic, integrated program model provides a comprehensive, trauma-informed suite of services that offers safety, provides stability, and equips for self-sufficiency. In FY21, it will support 530+ single-parent families in FY21 in achieving and maintaining livable-wage employment and safe, stable housing. Stable Families gets families experiencing homelessness or in eviction into stable housing, identifies the tools they need to achieve safe, stable self-sufficiency, and works with them to heal and build those skills through a comprehensive suite of services designed specifically for them.

Service Unit: Case Management- # of individuals receiving housing, employment, financial literacy, behavioral health, parenting support and/or child & youth services; Placement- # of individuals reaching housing stability; Employment Services- # of individuals reaching housing stability. One of the primary outcomes VMP tracks each year is the percent of clients who exit VMP to stable housing and remain stably housed one year later. Families participating in our Stable Families program receive rent assistance while they secure employment; that assistance gradually decreases over three to five months as families are able to begin paying 100% of rent themselves.

BASIC NEEDS

Asian Counseling and Referral Service	Whole Health Oriented Mental Health Program
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Auburn Respite Program	Respite Program
Catholic Community Services KC	Volunteer Services
Child Care Resources	Child Care Financial Assistance
Christ Community Free Clinic	Basic Needs
Consejo Counseling and Referral Service	Domestic Violence Community Advocacy
DAWN	Community Advocates
Eastside Baby Corner	Meeting Basic Needs for Children
Eastside Legal Assistance Program	Eastside Legal Assistance
El Centro de la Raza	SKC Systems Navigation
Freedom Project	SKC Credible Connection
HealthPoint	Dental Care
Sound Generations	Meals on Wheels
The Auburn Food Bank	Food Services
Ukrainian Community Center	RURAP

Asian Counseling and Referral Service: Whole Health Oriented Mental Health Program

Description: ACRS' Behavioral Health Program provides culturally competent whole health oriented mental health services for Asian Pacific Islander (API) individuals living with chronic mental illness to promote recovery, wellness and whole health through addressing physical, mental, and social wellbeing. Our staff empower and assist clients to lead a productive life by offering services in their language, combining Eastern and Western service approaches and addressing social determinants of health. This grant will support ACRS in continuing and expanding our culturally competent and linguistically relevant mental health services to the API residents living with chronic mental illness by offering access to whole health care, ensuring safety and meeting basic needs such as housing and food, empowering them to overcome adverse influences such as racism, and promoting self-sufficiency so that residents can lead a productive and quality life in the community. We strive to expand outreach and provide much needed services to more API residents. We actively attend partnership and providers coalition meetings to engage in local city efforts to address API health and needs. ACRS also has robust marketing and outreach strategies including social media, community outreach and engagement, and fundraising activities to increase our visibility to all communities in the region.

Service Unit: Counseling- In evaluating clients' success, our case managers regularly review the clients' self-identified goals for counseling and their progress on these goals. When a client achieves a goal, the case manager documents this in the recovery service plan and progress notes. The treatment plan and progress notes are reviewed by the Clinical Supervisor at regular supervision sessions and at least every 180 days. The goals/milestones information is entered into a tracking system. The Program Director reviews report accuracy prior to submission to the cities.

Auburn Pregnancy Aid

Description: Auburn Pregnancy Aid is a non-sectarian social service agency that provides confidential help to pregnant women and families with children. We provide formula, baby food and cereal, diapers, layettes; donated goods including clothing, household goods, strollers and miscellaneous supplies without charge to its clients. Services provided are for the well-being of babies, children and families (formula, baby food, diapers, clothing). The program has been in existence for more than 35 years. We serve over 300 individual clients each year, they are able to shop every 30 days. We have around 900 office visits each year and handle 300 phone calls. We are an all-volunteer agency and are funded by private contributions.

Service Unit: Outreach- 100% of our clients are able to shop and get available needed supplies on the day they come in. Data is entered on a daily basis.

Auburn Respite

Description: The Auburn Respite Program is an adult day care created specifically for seniors cared for by family members. Senior Participants with debilitating conditions such as Alzheimer's disease, Parkinson's disease, stroke, or generally frail health receive a day of socialization and companionship among their peers. The family care giver gets a day of relief from the 24/7 schedule of care giving. A day of 'respite' to relax and recharge knowing their senior family member is safe in a secure setting. Our program meets at the Auburn Senior Activity Center in donated space. We meet every Friday from ten in the morning until three in the afternoon. We have a structured day that starts with socializing, reading or listening to the 'Geritol Gazette', and light exercise. At lunch we are treated to a hot nutritious meal provided by Catholic Community Services, who partner with the senior center. Afternoons find us engaged in various activities, led by the director and her assistant and guided by our extremely proficient volunteer staff. Our program serves dependent seniors who are being cared for by an unpaid family care giver. We offer hope, encouragement, support and understanding. We have been proudly offering these services since 1988.

Service Unit: Adult Daycare and Meals- If we are successful in our endeavors to keep seniors united with their families we will see their continued participation in our adult day care. We will measure the number of clients who remain in the program for 12 months. This should be at least 50%.

Catholic Community Services KC: Volunteer Services

Description: Volunteer Services (VS) connects community volunteers with low-income older adults (60 and over) and adults living with disabilities. Volunteers help with household chores and transportation so the participants can remain living independently for as long as safely possible. VS serves participants who do not qualify for other services and cannot afford to pay for assistance. Volunteer Services (VS) allows older adults on fixed incomes to age in place for as long as safely possible by providing services including housework, laundry, yardwork, and transportation. Older adults with fixed or limited incomes have "three times the desire" of those at higher income levels to live with their adult children/relatives (LeadingAge, 2019). VS clients often don't have the option to live with relatives, and have limited family and friends to support them in addition to living on a fixed or limited income. Fixed incomes makes it difficult

to plan for future expenses, such nursing home costs or rent. VS is free of charge to eligible participants, utilizing volunteers who want to give back to their communities.

Service Units: Chore Services and In-Home Care- Individual and/or families will have access to services that increase self-sufficiency. A minimum of 75% of program participants receiving household chore assistance and transportation to medical appointments will feel better able to perform routine tasks as a result of receiving chore assistance and transportation through VS. Individuals and/or families will improve health (physical/mental/dental)

Child Care Resources: Child Care Financial Assistance

Description: Child Care Resources' Child Care Financial Assistance program provides child care subsidies for low- and moderately-low-income families who need help paying for child care and do not qualify for the state subsidy. The Child Care Financial Assistance program provides partial child care scholarships so low to moderate income families may pursue or continue educational or professional activities, and reserve their financial resources for food, housing, and other necessary expenses. Children participating in regular and consistent high-quality care develop and grow socially and intellectually at a rate that prepares them for kindergarten, increasing their chances of success later in school and in life.

Service Unit: Financial Aid Voucher- Our goal is that 70% of our families use the child care vouchers to support and sustain their participation in vocational, employment or educational activities. Every six months we survey the caregivers with the following questions: Has the program increased your options for quality affordable child care? How has the scholarship helped your family?

Christ Community Free Clinic: Basic Needs

Description: CCFC provides free medical care to the uninsured and the under insured. Dental clinic has increased to each Friday of the month and two Saturdays providing free dental care to those uninsured. Needed dental clinic supplies, replacement and upgrading dental equipment to serve those in need of free dental services. Make available preventive service such as cleanings with the possible hiring of a hygienist would benefit our community.

Equipment could cost \$10,000 to \$15,000 to either replace, repair or upgrade. With the increase of clients to the dental clinic the clinic has opened five more days a month to serve the need. All the service is provided by volunteers at this time and there is always a need for additional volunteers. Dental services are a great need to those without insurance, homeless and the poor. CCFC is here to provide that service.

Service Unit: Medical and Dental Care- Clients are given the best health care possible. Providing medication to control chronic illnesses, classes for diabetes control. The dental clinic completes fillings, extractions giving the client the healthiest mouth and relief from pain possible. Helps with resources to even get dentures when needed. The result is healthy teeth. Healthy people is our result.

Consejo Counseling and Referral Service: Domestic Violence Community Advocacy

Description: Consejo Domestic Violence Program addresses the need of the marginalized population that includes Latino immigrants domestic violence survivors. Consejo also provides outreach & engagement, information and referral services, advocacy-based counseling, safety planning, legal advocacy and support groups for Latina/o survivors of domestic violence. Services are designed to understand the complex needs of survivors, many of whom are Spanish-speaking immigrants/refugees. The community that Consejo serves more often than not faces challenges such as language barrier that hinders a client from accessing vital resources within their community. A domestic violence survivor will need the assistance in guidance of an advocate to navigate the legal system when facing family law issues as well as immigration referrals when needed. Consejo staff provides cultural competent services where a client feels that he or she is being heard in a safe environment. Consejo provides the following culturally and linguistically-specific behavioral health services: mental health counseling and therapy; chemical dependency outpatient treatment for adults and youth; domestic violence and sexual assault survivor crisis intervention and advocacy; and high-risk youth violence prevention and case management services. In addition, Consejo operates two transitional housing facilities for survivors of domestic violence and their children and one transitional housing facility for homeless adults living with chronic mental illness. When needed, the above services are being provided via referral(s) within our agency.

Service Units: Advocacy; Counseling; Support Groups- Upon intake, survivors and their advocate work together to determine client goals including short term crisis intervention, long term plans for achieving self-sufficiency and increased knowledge of domestic violence. On a quarterly basis, clients complete a survey that reflects each output (advocacy, counseling and/or support groups). The survivor is asked to determine the number of types of services received and described if they have improved their understanding of domestic violence. In support groups, the facilitator conducts pre and post surveys to determine knowledge and understanding of domestic violence.

DAWN: Community Advocates

Description: DAWN's mobile community advocacy programs are the backbone of our agency and the most requested service by survivors. Our highly trained and skilled advocates strive to reach survivors with the most barriers to overcome such as barriers of poverty, inequitable access to resources, immigration status, and language barriers. DAWN's advocacy programs provide support and empowers survivors to make best choices for their families, providing 9,701 duplicated clients with 5,070 advocacy hours in 2019. DAWN embraces a holistic approach to serving survivors such providing immigrant services, mental health services, legal services, children's domestic violence response team or CDVRT (more than half of the CDVRT clients were met by mobile advocates in 2019), advocacy-based counseling/mobile advocacy, shelter advocacy, support groups, and increased capacity to serve the growing community need. In fact, DAWN has recently experienced a 22% increase in request for our legal advocacy services.

Service Units: Case Management; Crisis Line- DAWN currently evaluates all programs on a quarterly basis with direct client feedback through surveys. DAWN measures what each client

is learning and taking away from the programs, as well as their satisfaction with each program that they engage with. After receiving this feedback, DAWN enters the survey info into a scoring metric that shows the overall success rating and satisfaction rating. On top of this, all results and clients served are stored in our client database, Osnum. The outcome of our advocacy programs are for survivors to feel they have all the info they need to make life-choices that work best for them and their families, with the ultimate goal of living a happier and violence-free life. 90% of our clients surveyed state that they feel safer, know about more resources available in the community and feel more empowered and hopeful for their futures. DAWN considers this a success and will continue to vigilantly monitor our programs with direct client feedback in mind.

Eastside Legal Assistance Program: Eastside Legal Assistance

Description: ELAP provides free civil legal aid to low income residents of Northeast, East, and Southeast King County. We are this area's only certified volunteer legal program (VLP), recognized by the Washington State Bar, the Legal Foundation of Washington, and the State Office of Civil Legal Aid. Our current model has been tested and improved over the past 31 years, providing counsel and advice clinics, where clients meet one on one with attorneys to solve their pressing needs. These clinics typically last 45 minutes for each client, with follow up meetings as needed. Based on need, clinics are offered weekly or monthly in each location. Our target populations are the low income residents (200% or below the federal poverty level) who seek civil legal assistance. People experiencing domestic violence and sexual assault are referred to our full-time staff attorneys for assistance with priority placed on income, and level of violence (lethality) the survivor faces, and whether there are children in the home.

Service Units: Legal Services- All clients are asked to fill out a questionnaire after receiving services. The following questions are asked and the percentages of clients responding positively to the following questions is tabulated, reviewed and included in the Outcome reports: 1. I have more information about my legal situation than I had before - 94.4% affirmative 2. I am better informed about my options - 96.5% affirmative 3. I am better able to handle my legal problem - 93.5% affirmative 4. I understand the next steps I need to take - 96.9% affirmative 5. I am now able to reach a solution - 89.9% affirmative. Some legal issues cannot be resolved through advice and counsel so question 5 is lower than the others.

El Centro de la Raza: SKC Systems Navigation

Description: The Systems Navigation Program assists low-income individuals and families to access available social services, as well as private and public benefit programs. Navigation staff work 1:1 with low-income participants who are oftentimes limited English speakers, without knowledge of the complex processes involved in connecting to social service programs. Staff assess immediate needs, identify available and applicable programs, determine eligibility, assist with enrollment, and provide referrals. Systems Navigation staff focus not only on increasing access to available programs and services, but empowering individuals by building their skills to independently identify and access available programs that focus on employment, affordable housing, money management, affordable transportation, food access, healthcare

coverage and medical services, childcare, the K-12 public school system, and post-secondary education.

Service Unit: Information and Referral- 85% of program participants are successfully accessing public benefit programs including health insurance, Social Security/SSI payments, TANF Benefits, SNAP Benefits, etc. Direct participant feedback on services received under the Systems Navigation program will be collected with specifically designed survey tools that measure individual outcomes outlined above as well as participant satisfaction. The number of enrollments are recorded and tracked alongside the number of benefits received in applicable benefit programs such as childcare, employment, housing, food access, medical/healthcare, etc. Direct feedback from program participants is also collected through our Customer Satisfaction Surveys. These surveys serve as a key resource for gaining valuable insight into participant feedback concerning quality of ongoing programs and/or gaps in service provision.

Freedom Project: SKC Credible Connection

Description: Freedom Project and New Connections partner to provide case management, counseling, direct client services (hygiene kits, transportation assistance, food snacks, driver license reinstatement, mailing address, etc.) and trauma-informed care by CARE Coordinators to those in the legal system ages 18+. The staff are living examples as to how to successfully navigate the systems of support and address their own lived trauma. We have a long-established relationship with the DOC (Dept. of Corrections) so we can go into institutions to provide classes and workshops in NVC (non-violent communication) and mindfulness. In addition, mentors will be supported to meet clients where they are, at the gates upon release, and in the field. The Freedom Project-New Connections partnership expands other resources available for clients including re-licensing, mailing address assistance, assistance successfully completing child support paperwork, etc. We primarily use high-touch, personalized systems navigation and trauma support strategies.

Service Units: Basic Needs Supplies- Hygiene supplies (usually in kits), snack packs (nonperishable food items), Orca cards - transportation assistance, relicensing.; Workshops- Typically 2 hour workshops in domestic violence, parenting, anger management, substance abuse, etc.; Case Management- Care Coordinators provide case management and mentoring support typical range of 15 min. in light touch to 60+ min for high touch. 100% of all enrolled participants will receive some light touch services whether system navigation, trauma intervention, basic need programs, drivers' licensing/re-licensing and referral to other services. Roughly 40% of clients will receive high touch services for system navigation, trauma intervention, domestic violence impact panel, and other counseling and case management. We utilize an industry software (Little Green Light, or LGL) to track participants through phrases of support. LGL generates monthly reports of hours of participation, training hours received, CARE Coordinator hours, etc.

HealthPoint: Dental Care

Description: City residents receive diagnostic, preventive, restorative, urgent and emergency dental care. The Dental Care program is distinguished by its mission to community, quality of care, affordability and accessibility to all community residents and, uniquely, community

governance. More than half of HealthPoint's governing board members are patients of HealthPoint. The Dental Care program provides diagnostic care, preventive care, restorative procedures, education on caring for teeth or managing specific dental conditions, oral surgery, endodontic care and prosthodontic care. Diagnostic care includes examination, oral cancer screening and x-rays. Preventive care includes cleaning, fluoride, oral hygiene instruction, sealants and space maintainers. Restorative care includes fillings, crowns, bridges and veneers. Endodontic care involves tooth repair, and prosthodontic care involves tooth replacement. Private operatories are used for performing dental surgery.

Service Unit: Dental Appointment- 75% of dental patients will complete their recommended treatment plan during the measurement year. Dental treatment plan recommendations are made by dentists and recorded in the patient's health record. Progress is measured every 4-6 months or at each dental visit. Specific codes in the health record indicate when a treatment plan is initiated, in progress, and completed. Data is pulled from the electronic health record to a report server that generates reports on treatment plan completion rates and other selected data sets.

Sound Generations: Meals on Wheels (MOW)

Description: Sound Generations' Meals on Wheels (MOW) program is a network comprised of our main office and warehouse in Seattle, 20 satellite sites throughout the county, staff, and over 320 volunteers who coordinate and deliver nourishing meals to elders and disabled adults in King County, who are unable to leave their homes unassisted, unable to prepare meals, and lack social support.

Service Unit: Meal Delivery- To increase the ability of seniors participating in the Meals on Wheels program to obtain nutritious food. At least 90% of respondents will indicate that being on Meals on Wheels makes it easier to have enough food in the house and to get enough to eat. This outcome will be measure by our participant satisfaction responses from our annual client survey mailed every July. To improve or maintain the health of seniors participating in the MOW program. At least 90% of respondents will indicate that their health has improved or been maintained since receiving MOW.

The Auburn Foodbank: Food Services

Description: The Auburn Food Bank began its work over seventy years ago with one family recovering from a fire and today this nonprofit has grown to serve more than 86,000 participant visits. TAFB Food Services includes food distribution, food deliveries to homes of shut-ins, coordinated hot meal preparation with community partners and food provided in back packs to elementary students.

Service Unit: Meals- The Auburn Food Bank began its work over seventy years ago with one family recovering from a fire and today this nonprofit has grown to serve more than 86,000 participant visits. TAFB Food Services includes food distribution, food deliveries to homes of shut-ins, coordinated hot meal preparation with community partners and food provided in back packs to elementary students.

Ukrainian Community Center: RURAP

Description: UCCW's RURAP includes activities such as: 1) Intensive Case Management 2) Cultural Orientation. Program's staff and service delivery are culturally and linguistically appropriate and reflective of its target population and their unique needs. It's designed for low-income Russian/Ukrainian speaking refugee and immigrant individuals and their families. It addresses full spectrum of individual and their family needs and provides them with vital education necessary for survival and self-sufficiency. UCCW's RURAP includes activities such as: 1) Intensive Case Management 2) Cultural Orientation. Program's staff and service delivery are culturally and linguistically appropriate and reflective of its target population and their unique needs. It's designed for low-income Russian/Ukrainian speaking refugee and immigrant individuals and their families. It addresses full spectrum of individual and their family needs and provides them with vital education necessary for survival and self-sufficiency.

Service Unit: Case Management; Support Groups- This outcome measures self-sufficiency. Specifically, progress toward meeting goals outlined in the service plan. It is projected that 90% of participants will meet their goals as outlined in their service plan. UCCW's staff use the following to measure the success of each participant: intake, service plan and final evaluation form, any and all client surveys and feedback. UCCW conducts regular staff meetings in order to assess success of this program. Staff report on the progress in terms of the number of participants, periodical progress in terms of achievement goals, and final outcomes. UCCW also utilizes its database system to enter input, follow-up data and notes related to each participant. Client surveys are also utilized to measure success. This outcome measures self-sufficiency. Specifically, progress toward meeting goals outlined in the service plan. It is projected that 90% of participants will meet their goals as outlined in their service plan. UCCW's staff use the following to measure the success of each participant: intake, service plan and final evaluation form, any and all client surveys and feedback. UCCW conducts regular staff meetings in order to assess success of this program. Staff report on the progress in terms of the number of participants, periodical progress in terms of achievement goals, and final outcomes. UCCW also utilizes its database system to enter input, follow-up data and notes related to each participant. Client surveys are also utilized to measure success.

HOUSING RELATED SUPPORTIVE SERVICES

Catholic Community Services KC	Emergency Assistance
Lutheran Community Services NW	Lutheran Community Services NW
Multi-Service Center	Emergency Assistance & Resource Navigation
The Auburn Foodbank	Financial Assistance Services
The YMCA of Greater Seattle	Fit & Fun Before School Program

Catholic Community Services KC: Emergency Assistance

Description: The emergency assistance program (EA) helps low-income clients and families throughout King County with emergency and basic needs such as rental assistance, eviction prevention, move-in assistance, utility assistance, information and referral resources, short-

term case management, bus tickets and emergency motel vouchers when needed. The EA program at Catholic Community Services helps serve low income and at-risk individuals with basic needs. The EA program quickly responds to individuals and family's needs throughout King County by providing emergency rental assistance and/or utility assistance. Along with this EA can provide individuals with move in assistance to help people regain stability and get out of homelessness and motel vouchers for families, senior citizens and individuals with disabilities who live in a place not meant for habitation to allow a few days to stabilize and make a longer term plan in regards to their circumstance. On top of this financial assistance, EA can also provide individuals with food cards and bus tickets at their appointment to help get food in their house and allow them to not have to worry about the cost of transportation getting to and from the appointment. In regards to severe weather shelter, this would provide individuals a safe and warm shelter to go to at night in order to get out of the rough winter temperatures when the city deems it appropriate throughout the winter months. On average severe weather shelter would be needed for around 10 days during the winter months and would be staffed by 2 people at a time. In cases where King County has a mild winter and severe weather shelter does not need to be open, this funding would be used for motel vouchers, eviction prevention and utility assistance.

Service Unit: Financial Assistance- Individuals and/or families will have secure housing. The EA program helps families and individuals keep their housing through direct financial assistance that can help cover late/back owed rent, move in assistance and delinquent utility and power bills.

Lutheran Community Services NW: Lutheran Community Services NW

Description: Lutheran Community Services Northwest's Refugees NW Counseling program offers culturally aware services from a diverse staff who speak more than 17 languages. During COVID-19, staff have moved to telehealth, making mental health services more accessible in the coming year than ever before. Refugees NW Counseling supports healthy communities by ensuring stable mental and emotional health for communities of color and people living in poverty. Refugees NW Counseling has dedicated itself to providing trauma-informed, culturally responsive, and linguistically accessible services to refugees and asylum seekers 25 years. Our SeaTac and Kent mental health clinic staff speak 17 languages and more than 65% of our staff came to the US as a refugee, asylum seeker, or immigrant, and thus have walked the journey of like many of our clients. Professional interpretation services are provided for clients by Refugees NW when native languages are not available through internal staff. All clinical staff have received extensive training in migration issues, trauma-focused therapy, and cross-cultural issues.

Service Unit: Counseling- We measure our clients success based on their improvement or stabilization of their mental health symptoms. Client mental health symptoms are assessed at intake, every 180 after admission, annually and at discharge. Our primary assessment tool is LOCUS (Level Of Care Utilization System), created by the American Association of Community Psychiatrists. LOCUS is an assessment tool to evaluate relevant data (risk of harm, functional status, co-morbidity, recovery environment, recovery history, engagement); level of care

placement decisions; and determine need/focus/impact of treatment. We expect 80% of clients to show measured improvement during the grant period.

Multi-Service Center: Emergency Assistance & Resource Navigation

Description: MSC's Emergency Assistance & Resource Navigation Services (EARNs) provides housing navigation, rent, utility and emergency assistance to individuals and families in South King County who are impacted by various factors that include, but not limited to, being unstably housed or homeless, low income, medical emergencies, evictions, etc. MSC staff provide follow-up services such as resource navigation and financial literacy to ensure that clients and their families are thriving in their community. MSC has been providing rent and emergency assistance to households in financial crisis for more than a decade. The program included staff screening clients for eligibility and processing payments to landlords, utility providers, or motels. Staff would discuss budgeting and other resources with clients, but in a limited way. Follow up consisted of contact six months or later to determine if the client had met outcomes.

Service Unit: Financial Aid Vouchers and Case Management- Rent assistance which may include move-in assistance, late fees, and rent as allowed by funder; Light touch case management contacts to help maintain housing security including in-person, phone and e-mail contact. MSC measures success for EARNs through clients' ability to maintain housing after receiving assistance. 75% of households served are stable six months after receiving MSC services and do not return to homeless or unstable living situations. This outcome is measured through client records that are collected through MSC contacting households six months after services have been received to do a follow up assessment with them. If staff are not able to contact clients who received rental assistance, MSC staff will contact the landlord to determine if the client still resides at the property and if the landlord has forwarding information if they have moved.

The Auburn Foodbank: Financial Assistance Services

Description: The Auburn Food Bank began its work over seventy years ago with one family recovering from a fire and today this nonprofit has grown to serve more than 86,000 participant visits. TAFB Financial Assistance Services provides emergency financial services to meet housing related basic needs including eviction prevention, utility assistance, shelter, storage, showers, and other homelessness prevention supports. Services Provided The Auburn Food Bank provides food, referrals & emergency assistance to all that walk through their doors.

Staff see the client as a whole person and acknowledge the individual situation, which often includes more than food needs. Staff realize that walking through the front door for the first time is the hardest step to take. First time visitors meet with a program manager who performs an intake, taking a basic survey of their needs, offering additional services that are available, and referrals available in the area that would fit their current needs.

Service Unit: Financial Assistance- Services Provided The Auburn Food Bank provides food, referrals & emergency assistance to all that walk through their doors. Staff see the client as a whole person and acknowledge the individual situation, which often includes more than food needs. Staff realize that walking through the front door for the first time is the hardest step to

take. First time visitors meet with a program manager who performs an intake, taking a basic survey of their needs, offering additional services that are available, and referrals available in the area that would fit their current needs.

The YMCA of Greater Seattle: Fit & Fun Before School Program

Description: The Auburn Valley YMCA partnered with the Auburn School District to support families who are experiencing homelessness by making safe, fun and engaging activities available to all K-5 students in the Auburn School District. Fit & Fun helps kids maintain stability at school, supports families and gives kids a critical positive, safe and healthy start to the day. The Auburn Valley YMCA partnered with the Auburn School District to support families who are experiencing homelessness by making safe, fun and engaging activities available to all K-5 students in the Auburn School District. Fit & Fun helps kids maintain stability at school, supports families and gives kids a critical positive, safe and healthy start to the day.

Service Unit: Child Care- The success of this program is based on positively impacting the lives of vulnerable elementary school students experiencing homelessness. This is a difficult population to track, and the students sometimes have intermittent attendance, due to circumstances outside of their control.

JOB TRAINING AND EDUCATION

AJAC	APM Training Center
International Rescue Committee	Refugee and Immigrant Youth School Svcs
Orion Industries	Employment Services

AJAC: APM Training Center

AJAC's Advanced Manufacturing Prep (AMP) Training Center, located in Kent, WA, builds critical capacity for workforce development serving a community that otherwise lacks nearby access to higher education leading to living wage employment. The center offers a hub of human services, workforce development, and career navigation for job seekers transitioning into high skill and high wage occupations in advanced manufacturing.

Service Units: Career Navigation: Intake for human services, client referrals, advising, train on demand, assist with job search and hiring, business outreach, and placement services. Connect client with mentoring, supplemental training, and stabilization support services through their probationary period.

International Rescue Committee: Refugee and Immigrant Youth School Svcs

Description: The International Rescue Committee in Seattle (IRC Seattle) will expand critical K-12 afterschool programming for refugee and immigrant students to increase English language acquisition, improve academic outcomes, and build positive community connections for

newcomer youth. IRC's afterschool program currently serves elementary and secondary ELL students who are newcomer refugee, asylee and special immigrant visa holders (SIVs) and have been in the country five years or less. This focus comes from IRC's primary afterschool funding source, the Refugee School Impact Grant, which limits funding for the program to that student population. IRC will continue to serve this population but will use these funds to expand and broaden the program to include any ELL student regardless of official immigration status. Expanding the program to serve this broader population will meet a significant need.

Service Unit: Tutoring- IRC evaluates student engagement and participation through measuring average attendance rate at the afterschool program, with a target of 70% average attendance or higher. This outcome is measured through recording and calculating weekly program attendance for each student and the program as a whole. IRC evaluates the academic effectiveness of the program by measuring the percent of students enrolled in afterschool programs that improve their English language ability as demonstrated through improvement on the annual English Language Proficiency Assessment (ELPA). Through our data sharing agreement with each district we request access to students' previous and current academic year ELPA assessments in order to measure the percentage of students in the afterschool program that demonstrated improvement on the annual ELPA assessment.

Orion Industries: Employment Services

Description: Orion provides transitional training to individuals with barriers to employment including those who are low income, have disabilities, experience education barriers, homelessness and who are justice involved. Our services include vocational counseling, case management, skills training, job placement and job retention supports. Our programs include Manufacturing Training, Office Skills & Customer Service Program and Administrative Training programs which pay either minimum wage or a stipend. Jobs change lives and Orion believes that everyone should have the opportunity to work. We achieve this by providing valuable job skills training, in both technical and soft skills, vocational counseling, case management, job placement services and job retention supports. These individualized services are provided through transitional employment in our Aerospace Manufacturing Business, within our Administrative Department, and in our classroom-based Office Skills & Customer Service Training Program. Benefits of participating in Orion's programs include increased financial stability, barrier management support, permanent employment, wage progression and increased self-confidence.

Service Units: Employment Services- City Residents will receive vocational counseling, assessment and training services (Case Management); Placement- City Residents will be supported in placement services with the goal of locating community employment. Orion's Theory of Change identifies four areas that Orion's services address and impact: Gain Employment, Reduce Barriers, Gain (Soft and Technical) Skills and Build Self-Esteem. Orion utilizes a comprehensive electronic case management system that tracks critical information including goals, progress, outcomes and demographics. Staff are required to keep this system updated.



City of Auburn
Community Services Division
25 W. Main St
Auburn, WA 98001

Joy Scott, Community Services Manager
(253) 876-1965 or jfscott@auburnwa.gov
Kyla Wright, Human Services Program Coordinator
(253) 931-3096 or kwright@auburnwa.gov

YEARS COVERED BY THIS APPLICATION PROCESS

Calendar years 2021 and 2022.

APPROXIMATE FUNDING AVAILABLE

The City of Auburn anticipates allocating approximately \$680,000/year of General Fund dollars for the 2021-2022 funding cycle, and approximately \$70,000/year of CDBG Funds.

APPLICATION ASSISTANCE

City of Auburn staff is available to help with questions related to the City's process and/or answer questions you may have about the content of the application. Staff will be available at **eight drop in sessions** during the application cycle for Technical Assistance related to application content:

March 11, 8am – 11am
March 19, 1pm – 4pm
March 27, 8am – 11am
April 2, 1pm – 4pm
April 8, 1pm – 4pm
April 17, 8am – 11am
April 21, 1pm – 4pm
April 29, 8am – 11am

All sessions will be held remotely.

To join the meeting from your computer, tablet or smartphone

<https://zoom.us/j/525709128>

Meeting ID: 525 709 128

You can also dial in using your phone.

United States: 888-475-4499

Meeting ID: 525 709 128

Any questions asked during a TA session will be publicly posted, along with staff response, on the [City of Auburn's Human Services webpage](#). If you are unable to attend a scheduled drop in session, you may contact staff directly. Email is preferred. Technical assistance will not be available after 5pm on May 1, 2020.

Applications must be submitted online via the Share1app website at www.share1app.org.

Due to the effects of COVID-19 in our community, the deadline to submit applications for 2021-2022 Human Services Funding has been extended to Tuesday, May 5, 2020 at 4:30 PM.

Late applications will not be accepted.

FUNDING PRIORITIES AND GOALS

The City of Auburn adopted new funding priorities for the 2021-2022 cycle, based on the results of our 2019 Community Needs Assessment:

1. *Housing and Associated Services*
 - a. *Programs that provide ongoing housing or rental assistance and supportive services for individuals and families experiencing homelessness utilizing the Progressive Engagement model. Programs are characterized by ongoing case management and wraparound services as needed in addition to rental or other housing supports.*
2. *Homelessness Interventions*
 - a. *Programs that engage individuals and families experiencing homelessness in housing problem solving, including shorter-term, “light touch” models such as diversion and rapid exit from shelter.*
3. *Housing-related Supportive Services*
 - a. *Programs that meet housing related basic needs, including eviction prevention, utility assistance, shelter, storage, laundry, showers, and other homelessness prevention supports.*
4. *Basic Needs*
 - a. *Programs that meet a diverse array of non-housing related basic needs, including food access, youth programming, domestic violence advocacy, physical and behavioral health, childcare resources, immigration supports, legal assistance, etc.*
5. *Job Training and Education*
 - a. *Programs that provide education, job training and placement, or apprenticeship opportunities with the aim of increasing economic opportunities for participants.*

APPLICATION REVIEW PROCESS

The City of Auburn’s Human Services Committee, a 9-member volunteer board appointed by the Mayor and approved by the City Council, will evaluate and rate the proposals within each priority area on the following criteria, weighted as indicated (see application for questions within each section):

1. Program Description (25%): Illustrates community needs and program capacity
2. Program Impact (35%): Demonstrates ability to measure program success
3. Program Accessibility (30%): Accessible to all eligible program participants
4. Budget (10%): Complete, accurate, and reasonable financial budget

Funding recommendations will be made based upon the results of these Committee scores, funding availability, and the approval of the Auburn City Council. The Committee reserves the right to recommend awards based on a combination of score, priority area distribution, and diversity of populations served. The award amount for individual programs may differ from the

amount requested in the application. The City of Auburn also reserves the right not to award all funds included in this application process.

City of Auburn staff will notify agencies of final allocations following City Council approval, which is expected by late November. Awarded funds will be available January 1, 2021, which is the start of the fiscal and program year.

OTHER REQUIREMENTS TO APPLY FOR FUNDS

In order to be considered for funding, agencies must:

- 1. Upload the Required City Supplemental Questions (found in the link below supplementals) to Share1App with Auburn's section completed.**
2. Meet one or more of the funding priorities listed above.
3. Have 501(c)(3) status, or have a 501(c)(3) fiscal sponsor in place by the time the application period closes.
4. Have a nondiscrimination policy in place. **Please upload a copy of your agency's current nondiscrimination policy to Share1App in the "agency uploads" section of your application.**
5. Meet minimum insurance requirements:
 - a. general liability insurance with a minimum limit of \$1,000,000 combined single limit per occurrence by bodily injury, personal injury, and property damage, and for those policies with aggregate limits, a \$2,000,000 aggregate limit.
 - b. provide professional liability insurance in the minimum amount of \$1,000,000 per claim and in the aggregate.
6. Be willing and able to accept reimbursement for funds based on service unit completion.
7. Regularly track and submit required reports regarding services and demographics.