

	Human Services Committee June 26, 2023 - 4:00 PM City Hall Annex Conference Room 2 and Virtually via Zoom AGENDA
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A. VIRTUAL SIGN-IN DETAILS

1. Virtual Sign-In Details

To attend the meeting virtually, enter the meeting ID into the Zoom app, or call into the meeting at the phone number listed below.

The link to the Virtual Meeting is:

Online:

<https://zoom.us/j/94337641827?pwd=RU9DWk0zdk51eIRxc0ZNaEdqN0EvQT09>

Meeting ID: 943 3764 1827

Passcode: 707239

Phone:

253-215-8782

94337641827#

I. CALL TO ORDER

B. VIRTUAL PARTICIPATION

II. OLD BUSINESS

A. Application Rubric Discussion

III. NEXT MEETING DETAILS

A. July 24, 2023

IV. ADJOURNMENT

The City of Auburn Planning Commission is a seven member advisory body that provides recommendations to the Auburn City Council on the preparation of and amendments to land use plans and related codes such as zoning. Planning Commissioners are appointed by the Mayor and confirmed by the City Council.

Actions taken by the Planning Commission, other than approvals or amendments to the Planning Commission Rules of Procedure, are not final decisions; they are in the form of recommendations to the city council which must ultimately make the final decision.

Application Scoring Rubric Draft



Agency Name:	Amount Requested:
Program Name:	
Reviewer Name:	Point Total:
Priority Area:	

Review Categories	Notes
Program Description	
Agency proposal addresses an urgent need that is relevant to Auburn (supported by data in application)	
Program services meet the indicated priority area	
Program provides a service that is unique or non-duplicated in the area (i.e. culturally specific, service delivery model, location, etc.)	
Program actively partners with other service providers	
TOTAL	
Program Impact	
Program is using recognized best or promising practices to deliver services (Housing First, Harm reduction)	
Has clear, positive outcomes resulting from services	
Outcome(s) are valid, achievable, and demonstrable	
Service Units are clear, measurable, and tied to program outcomes	
Program has an active, positive connection to their service population	
TOTAL	
Program Accessibility	
Program has structural system to meet accessibility needs for Auburn residents (including affordability, location, language, flexible hours, mobility needs, etc)	
Program has equitable mechanism for service prioritization	
Measures in place which proactively implement accessibility structures resulting in diverse program participants	
Staff, Leadership, and Board BIPOC Representation	
TOTAL	
Program Budget Detail	
Budget detail complete and consistent across revenue, expenses, and Auburn share	
Performance measures appear reasonable for amount of funds requested	
Cost per service unit appears reasonable based on request	
Program shows financial stability	
TOTAL	

Application Narrative: WH Test - test

Linked Agency Profile

WH Test

Application Years**Program Name**

test

Grant Request and Brief Budget Overview

Detailed budget information will be required to be completed and uploaded in the Program and Budget Detail attachment.

Check all the cities to which you are applying.

Auburn

Auburn 2021 Awarded Amount**Auburn 2023 Requested Amount****(\$)Total Requests to All Cities****2021 Total Program Budget (Actual)**

\$1

2023 Total Program Budget (Projected)

\$1

If there is a significant increase (more than 10%) in the 2023 proposed budget, please check all that apply.

Program Information

In one to three sentences, provide an overview of the program.

test

Program Contact Name

test

Program Contact Email

test@test.com

Program Contact Phone

123

Grant Writer Contact Name**Grant Writer Contact Email**

Program Description

What specific, emerging, and/or unique issue is the community you serve facing?

Describe your proposed program. Include details on the services provided, how and who will deliver these services.

Who will be served by this program?

How do clients hear about the services or the work that you provide?

Program Impact

How is your organization working to address disparities based on race, gender, income, and other factors within your organization and in the services you provide? What changes or impacts have you seen as a result of your efforts?

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Outcome Measure 1: Explain the Outcome Measure that you plan to track using this format: xx% of clients will achieve this result. Include your data collection methodology.

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Only one measure of program success (i.e. Outcome) is required. Do you have a second outcome?

Program Accessibility

What percentage of your staff identifies as black, indigenous, and people of color (BIPOC)?

More than 75%

This program has mechanisms in place to make its services affordable to all populations.

Sliding Fee Scale

All program facilities are accessible to individuals with disabilities according to the ADA Accessibility Guidelines.

Yes

This program provides services in office location(s) in these cities.

Auburn

This program is accessible in terms of transportation.

Close public transportation

This program strives to accommodate client schedules.

Evenings

The program is accessible in terms of language (offering translation and interpretation services). In what ways is your program accessible in terms of languages?

Program and/or agency staff speaks languages other than English

How does your program prioritize services?

First come, first served (e.g. wait lists)

Additional Information

Any other information that you would like to share that would help in making a funding decision?

Additional Required Documents

To access training materials and required template for upload, please go to

www.share1app.org/application.

Program and Budget Detail Attachment

WH Support Test PDF.pdf

Additional City Requirements

Certification Statement and Submission

I have reviewed, understand, and am prepared to comply with city-specific minimum requirements should this program receive funding.

I have the authority and hereby certify that the information contained in this application and the accompanying documents are true, that all financial documents have been reviewed for accuracy, and that the application is made with the knowledge and proper authorization of the organization. The application, if funded, may be included in a contracting process. As this application is made to one or more government entities, I understand this is a government document that is subject to applicable laws regarding disclosure. In typing my name below, I hereby agree with this certification statement. I understand that this is the same as my printed signature at this time.

Authorized Signer

WH TEST

Record Label

Application Narrative: WH Test - test File Attachments

Program and Budget Detail Attachment

WH Support Test PDF.pdf

REVENUES	2021 Awarded	2023 Requested	Difference %
Auburn			
Bellevue			
Burien			
Covington			
Des Moines			
Federal Way			
Issaquah			
Kenmore			
Kent			
Kirkland			
Redmond			
Renton			
Sammamish			
SeaTac			
Shoreline			
Tukwila			
Subtotal	\$0	\$0	
County government funds			
State/federal government			
Foundations			
Corporations			
Private funds			
Fundraising			
In-Kind*			
Other*			
Subtotal	\$0	\$0	
TOTAL	\$0	\$0	

*In-kind or other revenue explanation (if applicable)

EXPENSES	2021 Actual	2023 Projected	Cities' Share
Salaries/Wages			
Benefits			
Admin/Indirect			
Depreciation			
Direct Aid to Clients			
Equipment/Supplies/Office			
Insurance			
Postage/Shipping			
Printing/Advertising			
Professional Services/Dues/Fees			
Rent and Utilities			
Repair/Maintenance			
Telecommunications			
Travel and Training			
In-Kind*			
Other*			
Total	\$0	\$0	\$0
2021 to 2023 Budget Difference (%)			
Total # of paid FTEs:			
Total # of unpaid FTEs (if volunteer-run):			

Surplus/deficit 2023 explanation

	Service Unit 1			Service Unit 2			Service Unit 3		
Name									
Measurement									
Brief Description									
	2021 Actual	2023 Projected	2023 City Funded	2021 Actual	2023 Projected	2023 City Funded	2021 Actual	2023 Projected	2023 City Funded
Auburn									
Bellevue									
Burien									
Covington									
Des Moines									
Federal Way									
Issaquah									
Kenmore									
Kent									
Kirkland									
Mercer Island			N/A			N/A			N/A
Redmond									
Renton									
Sammamish									
SeaTac									
Shoreline									
Tukwila									
Seattle			N/A			N/A			N/A
Other KC			N/A			N/A			N/A
Outside KC			N/A			N/A			N/A
Unknown			N/A			N/A			N/A
TOTAL	0	0	0	0	0	0	0	0	0

If 2023 projected services are significantly different than those actually provided in 2021, or if your cost per service unit varies between cities, please explain.

	Residents		
	2021 Actual	2023 Projected	2023 City Funded
Auburn			
Bellevue			
Burien			
Covington			
Des Moines			
Federal Way			
Issaquah			
Kenmore			
Kent			
Kirkland			
Mercer Island			N/A
Redmond			
Renton			
Sammamish			
SeaTac			
Shoreline			
Tukwila			
Seattle			N/A
Other KC			N/A
Outside KC			N/A
Unknown			N/A
TOTAL	0	0	0