



CITY OF KIRKLAND
Department of Parks & Community Services
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MEMORANDUM

To: Kurt Triplett, City Manager

From: Lynn Zwaagstra, Director
Leslie R. Miller, Human Services Supervisor

Date: April 8, 2021

Subject: ALLOCATION OF HUMAN SERVICES RESERVES

RECOMMENDATION

That City Council consider the staff recommended allocation of a portion of the Human Services Reserve.

BACKGROUND DISCUSSION

In recognition of the changing needs in human services because of the impacts of the pandemic, the City Council chose to set aside some of the money (\$423,563) it allocated for human services as part of its 2021-2022 budget process. Early this year the City learned that a sales tax audit by the State resulted in unexpected one-time revenue for the city. On March 16th the City Council set aside approximately two thirds of this revenue (\$834,690) for the Human Services Reserve with a focus on homelessness and rental assistance. City staff recommends that Council allocate some of this funding now to address the homelessness crisis.

Human Services Reserve Summary Table

Sources	Date Available	Totals
2021 Body Camera Implementation Fund	Adoption of 2021-2022 City Budget, December 8, 2020	\$423,563
Sales Tax Audit Revenue	Budget Adjustment, Ordinance O-4755, March 16, 2021	\$834,690
HUMAN SERVICES RESERVE TOTAL		\$1,258,253

The following recommendations shore up the response to homelessness within the City of Kirkland and contribute to the effort of the Cities of Bellevue, Kirkland and Redmond to close the funding gap for the 24/7 shelters in the short term while the cities advocate for additional community stakeholders to step forward to provide funding. Providers of services to unhoused community members have been stretched thin with the continuing strong demand for services, which has been additionally challenged by the COVID-19 pandemic. The system will likely face increased demand for services depending upon the region and the state's mitigation of the impact of the end of the eviction moratorium. For these reasons it is critical that the programs

have full funding for services. The funding gap for the men and young adult services are addressed here along with some related support services and food programs. Support to address the funding gap for women and families with children will be included in the allocation recommendation of Community Development Block Grant funding that will be available later this spring.

Unless otherwise indicated, the recommendations listed below includes the total for each year in the biennium. Please see **Attachment A** for these recommendations alongside the original agency requests, Council allocation made on December 8, 2020 and the unfunded Human Services Commission (HSC) October recommendations.

RECOMMENDATION TABLE

	Agency/Program	Recommended Total for Each Year	Priority Areas
1	Catholic Community Services—CReW Street Outreach Program for Kirkland (from .5 to 1 FTE)	\$75,000	Response to Homelessness within Kirkland
2	Motel Voucher Program for Kirkland	\$10,000	Response to Homelessness within Kirkland
3	Congregations for the Homeless—Enhanced 24/7 Shelter <i>(to fully fund 2021-2022 application ask)</i>	\$48,965	Shared Eastside Response to Homelessness Crisis
3	Congregations for the Homeless—Enhanced 24/7 Shelter for Men <i>(additional contribution to support 24/7 operations)</i>	\$150,000 for 2021 only	Shared Eastside Response to Homelessness Crisis
4	Friends of Youth—Day Center & Outreach <i>(to fully fund 2021-2022 application ask)</i>	\$6,000	Shared Eastside Response to Homelessness Crisis
4	Friends of Youth—Youth and Young Adult Shelters <i>(to fully fund 2021-2022 application ask)</i>	\$40,000	Shared Eastside Response to Homelessness Crisis
4	Friends of Youth—24/7 Support for Young Adult Day Center and Shelter <i>(additional contribution to support 24/7 operations)</i>	\$100,000 For 2021 only	Shared Eastside Response to Homelessness Crisis
5	Hopelink—Emergency Food	\$27,487	Pandemic Priority: Food Insecurity
6	Kinderling—Families in Transition (FIT)	\$22,792	Supportive Services to Families Experiencing Homelessness
7	LifeWire—Emergency Shelter Internet Access	\$10,000 For 2022 only	Supportive Services to Families Experiencing Homelessness & Pandemic Domestic Violence Response
	SUBTOTAL	\$230,244 x 2	\$460,488
	SUBTOTAL	\$260,000 x 1	\$260,000
	TOTAL		\$720,488

- (1)** To address the increased requests for assistance to unhoused community members and the growing impact of homelessness to the community as a whole, staff recommend that Council allocate the funding needed to support a full FTE, instead of a .5 FTE Catholic Community Services (CCS) street outreach staff person. Because the CCS's Counseling, Recovery, and Wellness (CRew) Program is state licensed as an outpatient mental health and substance use program, for the first time the City's nonprofit outreach partner will bring behavioral health support to its street outreach interactions. Staff are well positioned to support members of our unhoused community members living with behavioral health challenges.
- (2)** The City launched a short-term motel voucher program to support The Sophia Way and Catholic Community Services during the last winter storm in partnership with the Fire and Police Departments. This funding will allow the vouchers to be an ongoing resource not only for fire, police, and the Catholic Community Services' outreach staff, but also the new co-responders.
- (3)** Congregations for the Homeless (CFH) began offering 24/7 services (day center and shelter) last year. Significant County support of operations, however, begins only after these 24/7 services are offered in the new permanent shelter that will be built in the Eastgate area. This means that the agency needs additional financial support to operate 24/7 until King County begins to contribute an additional \$500,000 a year. \$97,930 fully funds the organizational original ask for 2021 and 2022. An additional \$150,000 for 2021 by Kirkland would reduce the funding gap by almost 40 percent. This will allow CFH to hire much needed case managers to provide housing navigation and referrals to other essential services, while the effort to bring additional community stakeholders in as funders continues.
- (4)** Friends of Youth increased The Landing hours of operation during the pandemic and after the 2021-2022 application process closed. Continuous operation of this day center and shelter is best practice as it creates more stability for community members which enables them to focus more on accessing supportive services and less on day-to-day survival. \$92,000 fully funds the day center and shelter funding requests for 2021 and 2022. An additional allocation of \$100,000 in 2021 will reduce its funding gap by approximately a third while the effort to bring additional community stakeholders in as funders continues.
- (5)** Food Insecurity has been an ongoing challenge for people both unhoused and housed. Staff recommend that the City grant Hopelink's full ask for the biennium.
- (6)** Kinderling's Families in Transition program supports young children experiencing homelessness and their families with developmental health services, education, outreach and connection to services delivered in the community. FIT services help children make developmental gains and build protective factors against their daily stress and trauma, as well as supporting parenting skills.
- (7)** With the pandemic, reliable access to an internet connection has been more critical than ever. The guests of LifeWire's emergency shelter program relied upon public access to computers before the pandemic. This funding would continue Kirkland's funding of an internet connection in each emergency shelter's family unit through 2022.

HUMAN SERVICES RESERVE SUMMARY TABLE

Human Services Reserve Available Balance	\$1,258,253
2021-22 Funding Recommendations	\$720,488
Human Services Reserve Remaining	\$537,765

Here is a summary table that shows the proposed Kirkland totals alongside the Cities of Bellevue and Redmond commitments to the 24/7 shelters for men, women, families with children and young adults.

	Annual	2021 Only	TOTAL
City of Bellevue	\$973,635	\$0	\$973,635
City of Kirkland	\$502,990	\$250,000	\$752,990
City of Redmond	\$341,607	\$370,545	\$712,152

Next Steps

Staff are requesting that Council review the funding recommendations and provide feedback. Staff will provide a corresponding fiscal note for the next Council meeting on May 4, 2021.

Staff will return to the City Council later this spring with a recommendation of how to allocate Community Development Block Grant COVID Round 1 and Round 3 Funds (totally approximately \$520,000).

In anticipation of receiving American Rescue Act funding, staff is also working with neighboring cities to distribute a needs assessment survey to agencies serving Kirkland residents that will provide information on the greatest needs and recommended priorities.

Attachment A 2021-2022 Human Services Grant Awards with Additional Recommendations

2021-2022 Human Services Grant Awards with Additional Recommendations

Goal Area	Agency Program Description	2021 \$ Requested	Allocated by City Council 12.08.2020	New Proposal for 2021 totals \$490,244 (remaining \$230,244 would be distributed in 2022)	TOTAL	HSC October Recommendations (Council chose not to allocate additional funding in December)
	TOTALS	\$2,430,398	\$2,014,554	\$490,244	\$2,504,798	\$240,306
EMERGENCY HOMELESSNESS SERVICES						
1	Catholic Community Services of King County 24/7/365 shelter, day services, case management for families w/ children (50 beds)	\$100,000	\$100,000		\$100,000	
1	Congregations for the Homeless 24/7/365 emergency shelter, day services and housing case management (100 beds)	\$151,990	\$103,025	\$48,965	\$151,990	
1	Congregations for the Homeless 24/7/365 emergency shelter, day services and housing case management (100 beds) Additional funding for 2021 only			\$150,000	\$150,000	
1	Friends of Youth day services for youth and young adults experiencing homelessness	\$41,000	\$35,000	\$6,000	\$41,000	\$6,000
1	Friends of Youth shelters (12 youth beds, 20 young adult beds)	\$75,000	\$35,000	\$40,000	\$75,000	\$6,000
	Friends of Youth 24/7 day and shelter services Additional Funding for 2021 only			\$100,000	\$100,000	
1	LifeWire emergency shelter for domestic violence survivors (10 units) [proposal to support internet access for all units]	\$23,608	\$23,608	\$10,000	\$33,608	
1	The Sophia Way 24/7/365 emergency shelter, day services and housing case management (48 beds)	\$150,000	\$150,000		\$150,000	
1	SET ASIDE Kirkland Street Outreach Case Manager propose new provider: Catholic Community Services, fund a .5 street outreach position [proposal to support a 1.0 FTE]	N/A	\$49,750	\$75,000	\$124,750	
1	City Emergency Motel Voucher Program (a) provides resource for KPD and KFD to provide life-saving shelter to people experiencing shelter (b) supports agencies needing to provide staff who live out of town a safe place to sleep during snow or ice storms			\$10,000	\$10,000	
	SUBTOTALS	\$541,598	\$496,383	\$439,965	\$936,348	\$12,000
SERVICES NAVIGATION						
2	Crisis Connections King County 2-1-1 provides information & referrals	\$12,500	\$12,500		\$12,500	
Food & Essential Supplies						
1	Eastside Baby Corner (EBC) essential supplies for children birth to 12	\$11,318	\$11,318		\$11,318	

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1	Hopelink <i>emergency food bank, food bags and food delivery</i>	\$81,960	\$54,473	\$27,487	\$81,960	\$27,487
1	Lake Washington Schools Foundation <i>pantry packs</i>	\$10,000	\$10,000		\$10,000	
1	MAPS--Muslim Community Resource Center <i>food and gas card distribution</i>	\$10,000	\$10,000		\$10,000	
1	Sound Generations <i>Meals on Wheels</i>	\$11,976	\$11,976		\$11,976	
SUBTOTALS		\$125,254	\$97,767	\$27,487	\$125,254	\$27,487
FINANCIAL ASSISTANCE, CASE MANAGEMENT, AND LEGAL SUPPORT TO REMAIN HOUSED						
1	WA HB 1406 <i>rental assistance --IAWW & 4 Tomorrow</i>	\$211,668	\$211,668		\$211,668	
1	Attain Housing <i>eviction prevention and move-in assistance, information and referral and case management for families with children</i>	\$35,000	\$35,000		\$35,000	
1	Eastside Legal Assistance Program <i>attorney to support housing stability through advice, representation and education</i>	\$100,000	\$100,000		\$100,000	
1	Hopelink <i>assistance to address financial emergencies</i>	\$36,828	\$35,000		\$35,000	\$1,828
2	Hopelink <i>case management & financial assistance for families experiencing homelessness or are housing insecure</i>	\$27,000	\$23,200		\$23,200	\$3,800
2	King County Bar Foundation <i>courthouse eviction assistance and neighborhood legal clinics</i>	\$5,000	\$5,000		\$5,000	
1	LifeWire <i>flex funds for housing stability for domestic violence survivors</i>	\$23,677	\$15,000		\$15,000	\$8,677
SUBTOTALS		\$227,505	\$424,868	\$0	\$424,868	\$14,305
FOSTERING WELL-BEING						
2	Human Services Prop 1 Coordinator <i>human services staff position</i>	N/A	\$140,000		\$140,000	
4	Crisis Connections <i>24-Hour Crisis Line</i>	\$7,500	\$7,500		\$7,500	
5	HERO House <i>employment services for people living with mental illness</i>	\$15,000	\$10,000		\$10,000	
2	India Association of Western Washington <i>mental health support for youth and seniors</i>	\$35,000	\$5,000		\$5,000	
2	Families of Color Seattle <i>10-week parent groups for families of color</i>	\$10,000	\$10,000		\$10,000	
4	NAMI Eastside <i>peer-led mental health support groups, training and information & referral</i>	\$5,600	\$5,600		\$5,600	

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4	NAMI Eastside <i>suicide prevention program in the schools</i>	\$5,250			\$0	\$5,000
4	Northwest Parkinson's Foundation <i>Isolation outreach, information & Referral and classes</i>	\$1,800	\$1,800		\$1,800	
2	Communities in Schools <i>case management support for families and students in partnership with the Lake Washington School District</i>	N/A	\$60,000		\$60,000	
2	SET ASIDE Indigenous Family Support	N/A	\$6,825		\$6,825	
2	SET ASIDE Latinx Family Support	N/A	\$35,000		\$35,000	
2	Boys & Girls Clubs of King County <i>academic and youth development programs at the Kirkland Club</i>	\$10,000	\$10,000		\$10,000	
4	Crisis Connections <i>teen one-on-one peer support, resource booklets and suicide prevention training</i>	\$10,072	\$10,000		\$10,000	
5	PROVAIL <i>School-to-Work job coaching for developmentally disabled teens and young adults</i>	\$15,000	\$15,000		\$15,000	
4	Youth Eastside Services <i>preventative evidence-based strategies from birth to age 7 (including Spanish-speaking staff)</i>	\$45,039	\$40,000		\$40,000	
2	Youth Eastside Services <i>support program for Latinx youth</i>	\$35,894	\$35,894		\$35,894	
2	Youth Eastside Services <i>support program for African-American youth (to temporarily replace KTUB services)</i>	\$35,003	\$35,003		\$35,003	
SUBTOTALS		\$173,658	\$427,622	\$0	\$427,622	\$5,000
BEHAVIORAL HEALTH INTERVENTIONS						
4	Asian Counseling and Referral Service <i>counseling, consultations and case management for AAPI students, family members and school counselors in the LWSD</i>	\$30,130	\$26,013		\$26,013	\$4,117
4	Asian Counseling and Referral Service <i>whole health behavioral health services for API individuals living with chronic mental illnesses</i>	\$10,000	\$7,500		\$7,500	\$2,500
4	IKRON <i>counseling and psychiatric services</i>	\$54,000	\$35,000		\$35,000	\$19,000
5	IKRON <i>Integrated behavioral health and employment services</i>	\$19,800	\$15,000		\$15,000	\$4,800

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5	Kinderling <i>consultations to improve care and prevent expulsions from childcare and preschool</i>	\$46,907	\$20,000		\$20,000	\$26,907
4	Therapeutic Health Services <i>drug & alcohol treatment--counseling, support groups and case management</i>	\$14,872	\$14,872		\$14,872	
4	Youth Eastside Services <i>behavioral healthcare for children and youth aged 6 to 22</i>	\$121,561	\$60,000		\$60,000	\$61,561
SUBTOTALS		\$297,270	\$178,385	\$0	\$178,385	\$118,885
SUPPORT FOR DOMESTIC VIOLENCE AND SEXUAL ASSAULT SURVIVORS						
3	Consejo Counseling and Referral Service <i>domestic violence survivor advocacy, counseling and support groups</i>	\$15,000	\$15,000		\$15,000	
2	Eastside Legal Assistance Program <i>advice clinics, pleadings preparation for DV survivors and lectures</i>	\$25,000	\$20,000		\$20,000	
3	Harborview Medical Center <i>counseling to address sexual assault and traumatic stress</i>	\$9,580	\$9,580		\$9,580	
3	King County Sexual Assault Resource Center <i>comprehensive sexual assault services in English and Spanish</i>	\$20,560	\$20,560		\$20,560	
3	LifeWire <i>domestic violence survivor advocacy and counseling services</i>	\$98,541	\$70,000		\$70,000	\$28,541
SUBTOTALS		\$168,681	\$135,140	\$0	\$135,140	\$28,541
HOMELESS AND HOUSING SERVICES						
1	Congregations for the Homeless <i>rotating overnight men's shelter (30)</i>	\$11,000			\$0	\$11,000
1	Friends of Youth <i>transitional housing with services for young adults/families experiencing homelessness</i>	\$42,687	\$20,917		\$20,917	
1	Hopelink <i>shelter (19 units), transitional (51) and permanent housing (35) & case management for families with children</i>	\$21,012	\$21,012		\$21,012	
1	Imagine Housing <i>basic supplies, information & referral and community meals for residents</i>	\$32,700	\$30,000		\$30,000	
1	MAPS--Muslim Community Resource Center <i>transitional housing for adult women</i>	\$24,000	\$7,500		\$7,500	
1	The Sophia Way <i>case management and shelter for women & resource center services</i>	\$61,006	\$12,240		\$12,240	
SUBTOTAL		\$192,405	\$91,669	\$0	\$91,669	\$11,000

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SUPPORT SERVICES FOR OLDER ADULTS AND PEOPLE WITH DISABILITIES						
4	Alpha Supported Living Services <i>medical & dental appt support for developmentally disabled residents</i>	\$5,000			\$0	\$5,000
2	Catholic Community Services of King County <i>volunteer chore and in-home care</i>	\$8,000	\$6,250		\$6,250	
2	Community Homes, Inc. <i>housing education & navigation services for adults with intellectual and developmental disabilities</i>	\$5,000			\$0	\$5,000
4	Kinderling <i>developmental screenings, evaluations and early intervention for children with disabilities experiencing homelessness</i>	\$22,792		\$22,792	\$22,792	\$5,000
4	Northshore Senior Center <i>adult day health and wellness</i>	\$12,000	\$10,250		\$10,250	
4	Sound Generations <i>volunteers provide free transportation for essential appointments</i>	\$11,000	\$8,000		\$8,000	
	SUBTOTALS	\$63,792	\$24,500	\$22,792	\$47,292	\$15,000
DENTAL AND MEDICAL SERVICES						
4	Bridge Disability Ministries <i>medical equipment loan program</i>	\$5,000	\$5,000		\$5,000	
4	HealthPoint <i>primary dental care</i>	\$16,000	\$16,000		\$16,000	
4	HealthPoint <i>primary medical care</i>	\$16,000	\$16,000		\$16,000	
4	Washington Poison Center <i>emergency phone calls, community education, training</i>	\$6,471			\$0	\$6,471
	SUBTOTALS	\$43,471	\$37,000	\$0	\$37,000	\$6,471
CULTURAL NAVIGATION & IMMIGRANT AND REFUGEE SUPPORT SERVICES						
2	Chinese Information and Service Center <i>information & referral and educational workshops for the Russian and Chinese communities</i>	\$12,620	\$7,500		\$7,500	
2	India Association of Western Washington <i>cultural navigation case management</i>	\$6,000	\$5,000		\$5,000	
2	MAPS--Muslim Community Resource Center <i>information, referrals, & resources</i>	\$20,000	\$15,000		\$15,000	
5	Jewish Family Service <i>employment, citizenship and legal services for immigrants and refugees</i>	\$25,000	\$15,000		\$15,000	
	SUBTOTALS	\$63,620	\$42,500	\$0	\$42,500	\$0

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EDUCATION AND EMPLOYMENT ASSISTANCE						
5	Bellevue College <i>career services open to the community</i>	\$7,094	\$5,062		\$5,062	
5	Child Care Resources <i>information & referrals and technical assistance for providers</i>	\$9,117	\$7,500		\$7,500	\$1,617
5	Hopelink <i>English for Work & GED education programs</i>	\$44,500	\$10,000		\$10,000	
5	Hopelink <i>employment services</i>	\$50,000	\$10,000		\$10,000	
5	YWCA of Seattle-King-Snohomish <i>Basic Food Employment and Training services w/emphasis on cultural needs of the Black/African American communities</i>	\$13,658	\$13,658		\$13,658	
	SUBTOTALS	\$124,369	\$46,220	\$0	\$46,220	\$1,617
	TOTALS	\$487,657	\$2,014,554	\$490,244	\$2,504,798	\$34,088
programs not included in funding recommendations:						
1	Babies of Homelessness <i>delivery of diapers, wipes and formula to families experiencing homelessness</i>	\$5,000				
1	Catholic Community Services of King County <i>emergency financial assistance</i>	\$10,000				
1	Congregations for the Homeless <i>affordable housing with case management for men experiencing homelessness</i>	\$7,500				
1	Congregations for the Homeless <i>housing placement service for people experiencing homelessness</i>	\$16,500				
1	Congregations for the Homeless <i>street outreach & case managemt</i>	\$47,500				
1	Fair Housing Center of Washington <i>fair housing education</i>	\$4,000				
1	Humanize Homelessness <i>creation of mobile app to connect homeless programs and volunteers</i>	\$5,000				
1	Kits For Peace <i>supports the creation and distribution of basic needs kits to people experiencing homelessness</i>	\$10,000				
1	Northshore Schools Foundation <i>support for school families</i>	\$500				
1	The Salvation Army - Eastside <i>financial and transportation assistance</i>	\$25,000				

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2	Assistance League of the Eastside <i>new clothing for LWSD students</i>	\$9,000				
2	Athletes for Kids <i>high school athletes mentoring youth with special needs</i>	\$5,000				
2	Center for Human Services <i>family support services including Play & Learn and education for parents</i>	\$5,000				
2	Chinese Information and Service Center <i>Russian senior day program in Bellevue</i>	\$2,800				
2	India Association of Western Washington <i>senior, employment mentor and youth leadership programs</i>	\$10,000				
2	MAPS--Muslim Community Resource Center <i>outreach and household goods support for refugees and immigrants</i>	\$20,000				
2	Lake Washington Schools Foundation <i>lunchtime mentoring program for elementary students</i>	\$10,000				
2	Youth Eastside Services <i>case management support for LWSD families</i>	\$67,102				
2	Youth Eastside Services <i>mentoring program for children and youth</i>	\$8,418				
3	The One Love Foundation in Honor of Yeadley Love <i>healthy relationship workshops</i>	\$10,000				
4	Alpha Supported Living Services <i>group activities for developmentally disabled residents</i>	\$4,000				
4	Bridge Disability Ministries <i>guardianship services for developmentally disabled persons</i>	\$5,000				
4	Center for Human Services <i>Behavioral Health Clinical Program</i>	\$6,000				
4	Easterseals Washington <i>adult day health services</i>	\$17,580				
4	Kinderling <i>10-week parenting course</i>	\$17,132				
4	Rainier Valley Corps DBA Congolese Integration Network <i>counseling and financial aid</i>	\$2,493				
4	Washington Autism Alliance & Advocacy <i>autism website, training & support groups & case management</i>	\$31,250				
4	Wonderland Developmental Center <i>Play & Learn groups</i>	\$3,000				
4	Wonderland Developmental Center <i>speech, physical and occupational therapy and infant mental health services in the home</i>	\$6,000				
5	AtWork! <i>supported employment for people living with developmental disabilities</i>	\$8,500				

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5	Hopelink <i>financial coaching and education</i>	\$17,000				
	SUBTOTALS	\$396,275				
	TOTALS	\$2,430,398	\$2,014,554	\$490,244	\$2,504,798	\$240,306

Human Services Continuum Goal Areas			
1	Food to Eat and Roof Over Head	4	Medical Needs to be Healthy
2	Supportive Relationships within Families, Neighborhoods, and Communities	5	Jobs and Education
3	A Safe Haven from All Forms of Violence and Abuse		