



Human Services Commission Special Meeting

Date: May 14, 2024

Time: 6:30 p.m.

Place: Hybrid – Council Chambers, Kirkland City Hall, 123 5th Ave Kirkland, WA 98033

Webinar ID: <https://kirklandwa->

[gov.zoom.us/j/87253748348?pwd=BIhH9b3AITRmxTIN5K5NObbK6otUbH.1](https://kirklandwa.gov.zoom.us/j/87253748348?pwd=BIhH9b3AITRmxTIN5K5NObbK6otUbH.1)

Passcode: 401152

The commission is directed by the City Council to advise the Parks and Community Services Department, City Manager, and City Council in leading the City's efforts to support a socially sustainable community through health and human services and programs that fulfill the basic needs of all people and enhance the quality of life in our city now and into the future.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **LAND ACKNOWLEDGEMENT**
4. **APPROVAL OF MINUTES**
 - a. April 23, 2024
5. **ITEMS FROM THE AUDIENCE**
6. **BUSINESS**
 - a. Group Expectations Draft Review
 - b. 2025-2026 Grant Application Review Update
 - c. 2025-2026 Goal Area 3 and 5 Grant Application Review
7. **COMMUNICATIONS**
 - a. Commissioner Reports
 - b. Staff Reports and Announcements
8. **ADJOURNMENT**

Upcoming Commission Activities:

Community Appreciation Night May 15, 2024

Regular Meeting May 28, 2024

Special Meeting June 11, 2024

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**CITY OF KIRKLAND
HUMAN SERVICES COMMISSION
Minutes Commission Regular Meeting
April 23, 2024**

1. CALL TO ORDER

Chair Jory Hamilton called the meeting to order at 6:34 pm.

2. ROLL CALL

Members Present: Commissioners Cristian Liu, Sriram Rajagopalan, Kobey Sage-Chew Melantha Jenkins, and Vice Chair Gabriela Lopez-Vazquez.

Commissioner Gildas Cheung joined at 6:50pm.
Chloe Sow excused and not in attendance.

Staff Present: Lynn Zwaagstra, Director of Parks and Community Services, Jen Boone, Human Services Manager, Regi Schubiger, Youth Services Coordinator, Antoinette Smith, Human Services Coordinator, and Amanda Judd, Human Services Coordinator.

Meeting Recorder: Regi Schubiger, Youth Services Coordinator

3. LAND ACKNOWLEDGEMENT

Commissioner Kobey Sage-Chew read the acknowledgment. Commissioner Sriram Rajagopalan will read at the May 14th meeting.

4. APPROVAL OF MINUTES

Chair Jory Hamilton requested a motion to approve the March 26, 2024 minutes. Commissioner Sriram Rajagopalan made a motion for approval, Commissioner Cristian Liu seconded. Motion carried (Yes: 5 No: 0, Abstention: 1).

5. ITEMS FROM THE AUDIENCE

None

6. SPECIAL PRESENTATIONS

a. 2044 Comprehensive Plan Update – Human Services Element Policy Briefing
Lindsay Levine, Senior Planner, provided the Human Services with a briefing and discussed the draft revisions to the Comprehensive Plan Human Services Element goals and policies (Attachment 1). Provided staff with feedback to continue preparing the Human Services Element.

7. BUSINESS

a. 2025-206 Application Request Overview
Human Services Manager provided an overview of grant application requests received for the 2025-26 cycle.

b. 2025-2026 Grant Application Review Tools
Human Services Coordinator Anny Smith reviewed the tools the Commission will use to guide the application review process and provided copies of sample applications for practice.

c. Group Norms

Human Services Coordinator Anny Smith provided an overview of group norms and the Commission drafted group expectations ahead of the review process. The group will revisit the draft list at its May 14th meeting.

8. COMMUNICATIONS

a. Commissioner Reports

None

b. Staff Reports and Announcements

Staff provided information about the new childcare stipend program and save the date for the Community Appreciation Night coming up on May 15th.

9. ADJOURNMENT

Chair Jory Hamilton asked for a motion to adjourn meeting. Commissioner Gildas Cheung motioned and was seconded by Commissioner Melantha Jenkins. Meeting was adjourned at 8:36 pm.



CITY OF KIRKLAND
Department of Parks & Community Services
123 5th Avenue Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Human Services Commission

From: Jen Boone, Human Services Manager
Antoinette Smith, Human Services Coordinator, Equity

Date: May 14, 2024

Subject: GROUP EXPECTATIONS DRAFT REVIEW

RECOMMENDATION:

That the Human Services Commission review the drafted list of Group Expectations created at the April 23rd meeting.

BACKGROUND:

At the April 23rd meeting, the Commission participated in an exercise that responded to the following questions:

- What do you need from others to feel safe to share your views, opinions, and ideas in this space?
- What do you need from others to feel like your ideas are valuable to the conversation?
- What do you need from others to feel like you are being understood?

Responses from the Commission helped create a set of expectations. At the May 14th meeting, Commissioners will review the group expectations draft document, see Attachment A. This is a working document and tool that can be used to center conversations, keep commissioners on track, and remind the Commission how they can honor each other, the communities that utilize these programs and services, and the applicants providing the critical services to the community.

ATTACHMENT A: Group Expectations Draft List 2024

Human Services Commission Group Expectations

Updated 04-23-2024

- Be curious, don't be afraid to ask questions
- Listen to understand
- Share ideas with respect
- Respect others' boundaries
- Reiterate goals to ensure we are on the same page
- Be open to constructive feedback
- Take care of yourself, take time and space as appropriate.
- Show compassion to others and yourself.
- Assume positive intent and reflect back understanding with grace
- Be honest
- Speak your truth, and acknowledge there may be multiple truths
- Acknowledge feedback through verbal or nonverbal cues
- Receive feedback without taking it personally.
- Keep feedback focused on the idea not the person
- Agree to disagree
- Work together to find a solution
- Don't listen to respond, listen to understand
- Reflect back what you heard to ensure understanding



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MEMORANDUM

To: Human Services Commission

From: Jen Boone, Human Services Manager
Antoinette Smith, Human Services Coordinator, Equity

Date: April 29, 2024

Subject: 2025-2026 GRANT APPLICATION REVIEW UPDATE

RECOMMENDATION

That the Human Services Commission review the staff recommendation for the application review schedule and number of applications to be reviewed by the Commission.

BACKGROUND DISCUSSION

The City of Kirkland received 128 applications for the 2025-26 human services grant cycle. The total number of applications was a 17% increase from the previous cycle in 2023-24.

Application Review Timeline

To accommodate the increase in applications and completing the grant review in a timely manner, staff are proposing the following review schedule:

Date	Time & Location	Meeting Type	Agenda Items
05/14/2024	6:30 pm Virtual	Special Meeting	Review Goal Area 3 applications and begin Goal Area 5 applications
05/28/2024	6:30 pm Virtual	Regular Meeting	Complete Goal Area 5 applications and begin Goal Area 4 applications
06/11/2024	6:30 pm Virtual	Special Meeting	Complete Goal Area 4 applications and begin Goal Area 2 applications
06/25/2024	6:30 pm Virtual	Regular Meeting	Complete Goal Area 2 applications
07/09/2024	6:30 pm Virtual	Special Meeting	Begin Goal Area 1 applications
07/23/2024	6:30 pm Virtual	Regular Meeting	Complete Goal Area 1 applications
08/13/2024	6:30 pm In-person	Special Meeting	Discuss budget and begin draft funding recommendations
08/27/2024	6:30 pm In-person	Regular Meeting	Finalize and approve funding recommendations

Unless otherwise posted, all meetings will occur virtually on Zoom in May, June, and July. Both August meetings will be in-person at City Hall. All meetings will start at 6:30pm and end at 9:30pm.

Attachment A outlines the application review schedule and the list of applications that will be reviewed at each Commission meeting. The Commission is responsible for reviewing applications ahead of each meeting and completing the review tool in Share One, allowing them to be prepared to discuss the scheduled applications at the meeting.

Staff Review

Following direction from the Commission, staff conducted a preliminary review of all applications received to identify any applications that may not require Commission review and discussion. Staff used the following criteria to review the 128 applications submitted.

- Human services organization and/or services: if a program does not provide human services or does not have a 501(c)(3) and/or fiscal sponsor, the application was removed from the review pool.
- Incomplete application: if information was missing that was required, the application was removed from the review pool.
- History of funding: if a program did not receive funding in the past and there were not substantive changes nor did it align with Commission priorities, the application was removed from the review pool.
- Kirkland residents served: if the program offers services in a location that is difficult for Kirkland residents to access or serves a small number of Kirkland residents, the application was removed from the review pool.

Based on the criteria above, staff are recommending 20 applications be removed from the Commission review schedule and subsequently grant funding consideration. **Attachment B** provides the list of applications and staff justification. The Commission will have a chance to discuss and provide feedback at the May 14th meeting.

ATTACHMENT A – 2025-2026 Application List and Grant Review Schedule

ATTACHMENT B – 2025-2026 Staff Recommendation for Application Removal from the Review Process

2025-2026 Application List and Grant Review Schedule

May 14th Application Review Schedule

- *Goal Area 3*
- *Goal Area 5*
- *Total Number of Applications: 14*

Commission Review Date	Organization Name	Program Name	Goal Area
May 14th Meeting	Consejo Counseling and Referral Service	Consejo Counseling and Referral Service	3
May 14th Meeting	Crisis Connections (formerly Crisis Clinic)	Teen Link	3
May 14th Meeting	Crisis Connections (formerly Crisis Clinic)	Regional Crisis Line	3
May 14th Meeting	Harborview Medical Center	Abuse & Trauma Counseling Services	3
May 14th Meeting	Indian American Community Services (IACS)	Crisis Services Program	3
May 14th Meeting	King County Sexual Assault Resource Center	Advocacy services for sexual assault survivors & their families	3
May 14th Meeting	LifeWire	Survivor Advocacy Services	3

May 14th Meeting	BrightSpark Early Learning Services	Child Care Financial Assistance Program	5
May 14th Meeting	BrightSpark Early Learning Services	Child Care Technical Assistance & Training Program	5
May 14th Meeting	BrightSpark Early Learning Services	Infant Early Childhood Mental Health Program	5
May 14th Meeting	Crisis Connections (formerly Crisis Clinic)	King County 211	5
May 14th Meeting	Friends of Youth	Youth Employment Program	5
May 14th Meeting	HERO House NW	Supported Employment	5
May 14th Meeting	Hopelink	Adult Education	5

May 28th Application Review Schedule

- Goal Area 5
- Goal Area 4
- Total Number of Applications: 16

Commission Review Date	Organization Name	Program Name	Goal Area
May 28th Meeting	Hopelink	Employment	5
May 28th Meeting	IKRON of Greater Seattle	Integrated Employment Services	5
May 28th Meeting	Kindering Center	ParentChild+	5
May 28th Meeting	Old Friends Club	Dementia Social Respite Program	5
May 28th Meeting	Urban ArtWorks	Mural Apprentice Program	5
May 28th Meeting	Washington Autism Alliance & Advocacy	Autism Multi-System Navigation	5
May 28th Meeting	YWCA Seattle King Snohomish	Eastside Employment Services (EES)	5

May 28th Meeting	4 Tomorrow	Mental Health Coordination & Gap Therapy	4
May 28th Meeting	Asian Counseling and Referral Service	Whole Health Oriented Mental Health Program	4
May 28th Meeting	Asian Counseling and Referral Service	Children, Youth and Families (CYF)	4
May 28th Meeting	Boys & Girls Clubs of King County	Kirkland Mental Wellness Prog Partnership Youth Eastside Services	4
May 28th Meeting	Bridge Disability Ministries	Meyer Medical Equipment Center	4
May 28th Meeting	Friends of Youth	Mental Health and Substance Use Disorder Services	4
May 28th Meeting	HealthPoint	Dental Care Program	4
May 28th Meeting	HealthPoint	Medical Care Program	4
May 28th Meeting	IKRON of Greater Seattle	Behavioral Health Services	4

June 11th Application Review Schedule

- *Goal Area 4*
- *Goal Area 2*
- *Total Number of Applications: 20*

Commission Review Date	Organization Name	Program Name	Goal Area
June 11th Meeting	Indian American Community Services (IACS)	Mental and Behavioral Health Services Program	4
June 11th Meeting	International Community Health Services	Behavioral Health	4
June 11th Meeting	Medical Teams International	Care & Connect Mobile Dental Clinics for Underserved and Low-Income Communities	4
June 11th Meeting	NAMI Eastside	Youth Mental Health Programs	4
June 11th Meeting	NAMI Eastside	Community Mental Health Education and Support Program	4
June 11th Meeting	Porchlight	Behavioral Mental Health	4
June 11th Meeting	Therapeutic Health Services	Substance Use & Mental Health Treatment Program	4
June 11th Meeting	Youth Eastside Services	Behavioral Health Care for Children and Youth	4
June 11th Meeting	Youth Eastside Services	Early Childhood Behavioral Health	4

June 11th Meeting	4 Tomorrow	Life Services Program	2
June 11th Meeting	Assistance League of the Eastside	Operation School Bell	2
June 11th Meeting	Big Brothers Big Sisters of Puget Sound	Community Youth Mentoring Program	2
June 11th Meeting	Boys & Girls Clubs of King County	Out-of-School Youth Development Programming	2
June 11th Meeting	Brazilian Community Services	Next Level Skillset Accelerator	2
June 11th Meeting	Catholic Community Services of King County	Volunteer Services	2
June 11th Meeting	Centro Cultural Mexicano	Mi Casa and Maker Space: Empowering Communities	2
June 11th Meeting	Chinese Information and Service Center	Russian Speaking Senior Day Program	2
June 11th Meeting	Chinese Information and Service Center	East King County Family Resource Center	2
June 11th Meeting	Communities In Schools of Greater King County	Integrated Student Support	2
June 11th Meeting	Eastside Legal Assistance Program	Pooled Cities General	2

June 25th Application Review Schedule

- *Goal Area 2*
- *Total Number of Applications: 21*

Commission Review Date	Organization Name	Program Name	Goal Area
June 25th Meeting	Families of Color Seattle	Peer-led Parent Groups for BIPOC Families	2
June 25th Meeting	Friends of Youth	Healthy Start	2
June 25th Meeting	Immigrant Women's Community Center	Conflict Resolution Training Program	2
June 25th Meeting	Indian American Community Services (IACS)	Cultural Navigation Program	2
June 25th Meeting	Indian American Community Services (IACS)	Rahat Community Human Services Program	2
June 25th Meeting	KidsQuest Children's Museum	Sensory Access Programming	2
June 25th Meeting	KidsQuest Children's Museum	KidsQuest Children's Museum - Noticias	2
June 25th Meeting	Kindering Center	Families in Transition (FIT)	2
June 25th Meeting	Kindering Center	Child Care and Preschool Consultation	2
June 25th Meeting	Kindering Center	Parent Education and Family Support	2
June 25th Meeting	King County Bar Foundation	Neighborhood Legal Clinics	2
June 25th Meeting	MAPS - MCRC	Information & Referrals	2
June 25th Meeting	MAPS - MCRC	Golden Times - Senior Services	2
June 25th Meeting	Northshore Senior Center	Adult Day Health and Inclusion	2
June 25th Meeting	Northshore Senior Center	Transportation Program	2
June 25th Meeting	Open Doors for Multicultural Families	Multicultural Case Management	2
June 25th Meeting	Pride Across the Bridge	LGBTQIA+ Outreach and Programming	2
June 25th Meeting	Sankofa Consulting DBA Africans on the Eastside	Bridging the Gap to Food and Housing Security	2
June 25th Meeting	Sound Generations	Volunteer Transportation Services (VTS)	2
June 25th Meeting	Youth Eastside Services	Latine Programs	2
June 25th Meeting	Youth Eastside Services	Community-Based Outreach	2

July 9th Application Review Schedule

- *Goal Area 1*
- *Total Number of Applications: 20*

Commission Review Date	Organization Name	Program Name	Goal Area
July 9th Meeting	4 Tomorrow	Eviction Prevention, Rental, Move-in and Mortgage assistance.	1
July 9th Meeting	4 Tomorrow	Emergency Temporary Housing & Homelessness Recovery Program	1
July 9th Meeting	Archdiocesan Housing Authority- Coordinated Care Agency	New Bethlehem Programs	1
July 9th Meeting	Eastside Legal Assistance Program	Housing Stability - Legal Aid	1
July 9th Meeting	Eat Happy Now	Eat Happy Food Rescue and Delivery	1
July 9th Meeting	Essentials First	Community Kits (+ Information & Assistance) Program	1
July 9th Meeting	Essentials First	World Food Program	1
July 9th Meeting	Friends of Youth	Willows Youth Services Center (WYSC)	1
July 9th Meeting	Friends of Youth	Youth Haven	1
July 9th Meeting	HERO House NW	Supported Housing	1
July 9th Meeting	Hopelink	Food	1
July 9th Meeting	Hopelink	Financial Resiliency	1
July 9th Meeting	Hopelink	Family Development	1
July 9th Meeting	Hopelink	Housing	1
July 9th Meeting	Imagine Housing	Resident Services	1
July 9th Meeting	Imagine Housing	ADL Support	1
July 9th Meeting	Imagine Housing	Behavioral Health Support	1
July 9th Meeting	KidVantage	A Strong Foundation for Kids - Basic Needs	1
July 9th Meeting	Lake Washington Schools Foundation	Pantry Packs Food Security	1
July 9th Meeting	LifeWire	Housing Stability Program	1

July 23rd Application Review Schedule

- *Goal Area 1*
- *Total Number of Applications: 17*

Commission Review Date	Organization Name	Program Name	Goal Area
July 23rd Meeting	LifeWire	Emergency and Transitional Shelter (HSH Apartments)	1
July 23rd Meeting	MAPS - MCRC	Emergency Rental Assistance	1
July 23rd Meeting	MAPS - MCRC	Food & Gas cards	1
July 23rd Meeting	MAPS - MCRC	Transitional Housing for Single Women	1
July 23rd Meeting	Mary's Place	A Place to Call Home: Mary's Place	1
July 23rd Meeting	Overlake Christian Church	Safe Parking & Day Center Emergency Shelter & Support Program	1
July 23rd Meeting	Overlake Christian Church	Emergency Financial Aid and Assistance Program	1
July 23rd Meeting	Porchlight	Enhanced Shelter Program	1
July 23rd Meeting	Porchlight	Rotating Shelter	1
July 23rd Meeting	Porchlight	Housing Navigation	1
July 23rd Meeting	Porchlight	Housing	1
July 23rd Meeting	Renewal Food Bank	Culturally Relevant & Linguistically Diverse Grocery Style Food Bank	1
July 23rd Meeting	Sewa International, Inc.	Serve the Hungry Initiative	1
July 23rd Meeting	Sound Generations	Meals on Wheels	1
July 23rd Meeting	The Salvation Army, a California Corporation	Food Programs	1
July 23rd Meeting	The Sophia Way	Sophia's Place	1
July 23rd Meeting	The Sophia Way	Helen's Place	1

2025-2026 Staff Recommendations for Application Removal from the Review Process

Organization Name	Program Name	Removal Criteria and Justification
Athletes For Kids	Athletes for Kids	<ul style="list-style-type: none"> • Not funded last few cycles • No alignment with HSC priorities
Boys & Girls Clubs of King County	Kirkland Out-of-School Youth Development Programming	<ul style="list-style-type: none"> • Duplicate application
Bridge of Promise	Bridge Academy	<ul style="list-style-type: none"> • No alignment with HSC priorities • Small number of Kirkland residents served
Cornerstone Medical Services Foundation	Korean Immigrant Senior Center Program	<ul style="list-style-type: none"> • Incomplete application, service units and residents served missing
DAWN - Domestic Abuse Women's Network	Community Advocacy Programs (CAP)	<ul style="list-style-type: none"> • Duplicate services to LifeWire which is Eastside specific, would not add capacity but compete with dollars within Goal Area 3 • Small number of Kirkland residents served; South King County focus
Essence Health and Research Foundation (EH&R)	Lift Up Campaign Program: Healthcare Services for Chronic Disease, Trauma/Rape/PTSD, Addiction, Mental Health, & General Health Conditions for Low Income Individuals/Families (Free Services)	<ul style="list-style-type: none"> • Not funded last cycle • No alignment with HSC priorities, health education not health services
Essence Health and Research Foundation (EH&R)	Goals for Health Program: Healthcare Services for Chronic Disease, Trauma/Rape/PTSD,	<ul style="list-style-type: none"> • Not funded last cycle

ATTACHMENT B

	Addiction, Mental Health, & General Health Conditions (Discounted Services)	<ul style="list-style-type: none"> No alignment with HSC priorities, health education not health services
Essentials First	Volume Distribution Program	<ul style="list-style-type: none"> Incomplete application, service units and residents served missing Scope is not in alignment with HSC priorities
Hopelink	Financial Capabilities	<ul style="list-style-type: none"> Not funded last cycle Small number of Kirkland residents served
Housing Connector	Housing for All, Powered by Technology: Eviction & Homelessness Prevention & Housing Stability Support Services for Vibrant Communities	<ul style="list-style-type: none"> Tech for good organization providing a housing search and support model in King County, scope is broad and requires support outside of its organization to be sustainable/effective No Kirkland or Eastside focus, small number of Kirkland households served
Indian American Community Services (IACS)	Small Business Support Program	<ul style="list-style-type: none"> Scope does not provide human services, focus is on economic development
Kent Kitchen	End Hunger Program	<ul style="list-style-type: none"> Incomplete application, no budget, service units, or residents served included South King County focused
Kids Quest Children's Museum for Equity in Communication CAN Noticias Program	Kids Quest on Behalf of Noticias en Espanol BSD y LWSD	<ul style="list-style-type: none"> Duplicate application

ATTACHMENT B

Lake Washington Schools Foundation	Inclusive Libraries	<ul style="list-style-type: none"> • Not funded last cycle • No alignment with HSC priorities • Receives funding through other City grant programs
Lake Washington Schools Foundation	LINKS Lunch Buddies Mentoring	<ul style="list-style-type: none"> • Not funded last cycle • No alignment with HSC priorities
Northwest Education Access	Helping Opportunity Youth (OY)	<ul style="list-style-type: none"> • Not funded last cycle • Organization located in Seattle • Small number of Kirkland residents served
Redmond Toddler Group	Early Childhood Learning & Parenting Support	<ul style="list-style-type: none"> • Incomplete application, no number of number of residents served or service units included • No alignment with HSC priorities
Sewa International, Inc	Serve the Hungry Initiative	<ul style="list-style-type: none"> • National organization in Seattle • Small number of Kirkland residents served
Ubumwe Women Association Services	Immigrant and Refugee Youth and Women’s Empowerment Support Group	<ul style="list-style-type: none"> • South King County focused • Small number of Kirkland residents served • Duplicate programming
Washington Poison Center	Emergency Services and Education	<ul style="list-style-type: none"> • Not funded in previous cycle • No alignment with HSC priorities



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MEMORANDUM

To: Human Services Commission

From: Jen Boone, Human Services Manager
Antoinette Smith, Human Services Coordinator, Equity

Date: April 26, 2024

Subject: 2025-2026 GOAL AREA 3 and 5 GRANT APPLICATION REVIEW

RECOMMENDATION

That the Human Services Commission review application submissions that meet Goal Area 3 and 5 objectives in preparation for the May 14, 2024 meeting.

BACKGROUND DISCUSSION

The City of Kirkland has five community goal areas that all community members should be able to achieve. First developed by the United Way of King County, and later adopted by several local jurisdictions including Bellevue, Redmond, Seattle, King County, and Kirkland, these Community Goal Areas reflect the belief that all people should have:

1. Food to Eat and a Roof Overhead
2. Supportive Relationships within Families, Neighborhoods and Communities
3. **Safe Haven from All Forms of Violence and Abuse**
4. Health Care to be Physically and Mentally Fit as Possible, and
5. **Education and Job Skills to Lead an Independent Life**

At the May 14, 2024, meeting, Commissioners will begin discussion of applications in **Goal Area 3: Safe Haven from All Forms of Violence and Abuse** and **Goal Area 5: Education and Job Skills to Lead an Independent Life**. Applications in these categories provide services to the community that support community members who are domestic violence and sexual assault survivors and those programs focused on education, job skills, and other supports to help individuals reach their full potential, respectively.

For the 2025-26 funding cycle, seven applications fall into Goal Area 3 and 14 applications fall into Goal Area 5. Please reference **Attachments A and B** for a comprehensive list of agency name, program name, and brief description of the program. Of the 21 submitted applications, two applications are first-time requests. First-time requests are bolded in the attachment.

Please review the following and submit your rating for the May 14th meeting:

Goal Area 3:

1. Consejo – Counseling and Referral Service
2. Crisis Connections – Teen Link
3. Crisis Connections – Regional Crisis Line
4. Harborview Medical Center – Abuse and Trauma Counseling Services
5. Indian American Community Services – Crisis Services Program
6. King County Sexual Assault Resource Center – Advocacy Services for Survivors & Families
7. LifeWire- Survivor Advocacy Services

Goal Area 5:

1. BrightSpark Early Learning Services – Child Care Financial Assistance Program
2. BrightSpark Early Learning Services – Child Care Technical Assistance and Training Program
3. BrightSpark Early Learning Services – Infant Early Childhood Mental Health Program
4. Crisis Connections – King County 211
5. Friends of Youth – Youth Employment Program
6. Hero House NW – Supported Employment
7. Hopelink – Adult Education

Commissioners will begin agency and program research, application review in the ShareOne Application portal, and send questions to Anny Smith prior to the May 14, 2024, meeting. Individual Commissioner reviews must be submitted in Share One by **Tuesday, May 14th by 12pm.**

For a summary of agency programs currently funded for the 23-24 cycle, please refer to the [Kirkland Human Services Dashboard](#).

ATTACHMENT A: 2025-2026 Goal Area 3 Application Summary

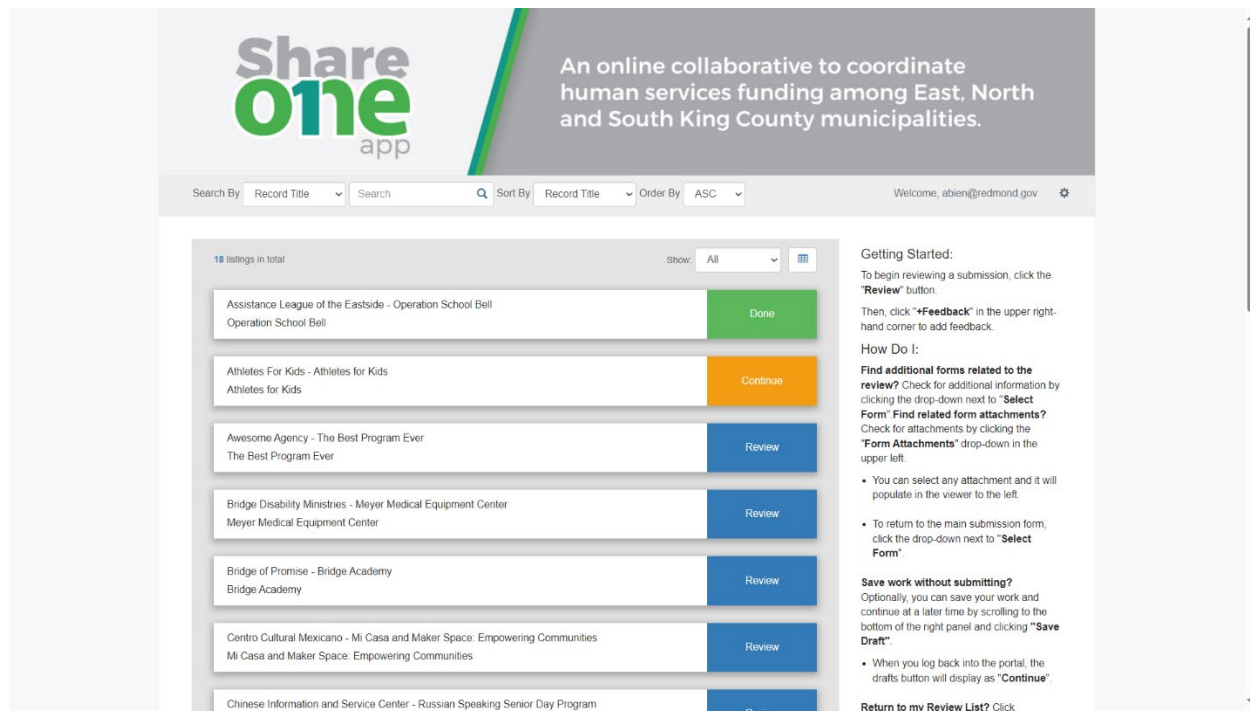
ATTACHMENT B: 2025-2026 Goal Area 5 Application Summary

ATTACHMENT C: ShareOne Review Portal Login Instructions

Goal Area 3: Safe Haven from All Forms of Violence & Abuse			
Organization Name	Program Name	Goal Area	Brief Description
Consejo Counseling & Referral Service	Consejo Counseling & Referral Service	3	Domestic Violence services/Mental Health/SUD/Housing for DV survivors
Crisis Connections (formerly Crisis Clinic)	Teen Link	3	Peer-to-peer support for teens and young adults
Crisis Connections (formerly Crisis Clinic)	Regional Crisis Line	3	24-Hour Crisis Line available to all King County residents.
Harborview Medical Center	Abuse & Trauma Counseling Services	3	Outpatient facility that provides medical, therapeutic, and prevention and education services to survivors of sexual trauma, other forms of violence and abuse.
Indian American Community Services (IACS)	Crisis Services Program	3	Provides culturally nuanced case management and free legal services for clients facing domestic violence, sudden loss of spouse, sudden loss of primary household income, pending deportation or other emergency situations.
King County Sexual Assault Resource Center	Advocacy services for sexual assault survivors & their families	3	Children and adult victims of sexual assault and abuse and their families receive 24-hour resource line support, general, and legal advocacy in English and Spanish.
LifeWire	Survivor Advocacy Services	3	Provides advocacy services for survivors of domestic violence. Advocacy services include case consultation, supportive listening, resource referrals, outreach services, legal system navigation assistance and individual as well as group behavioral health services.

Goal Area 5: Education, Job, Skills, and Supports			
Organization Name	Program Name	Goal Area	Brief Description
BrightSpark Early Learning Services	Child Care Financial Assistance Program	5	Provides subsidies for low- to moderate-income families who need help paying for child care and do not qualify for the Working Connections Child Care State Subsidy.
BrightSpark Early Learning Services	Child Care Technical Assistance & Training	5	Provides customized, culturally relevant, and inclusive technical assistance and training to child care providers to strengthen and build upon the quality of their care.
BrightSpark Early Learning Services	Infant Early Childhood Mental Health Program	5	Assisting families in their child care search by referring them to child care providers and other community resources available to them and educating their about quality child care.
Crisis Connections (formerly Crisis Clinic)	King County 211	5	Connects people to essential needs services. By dialing 211, sending a text/chat/email or accessing resources online, anyone who calls can get connected to preventative help including housing assistance, Veteran's services, services for older adults & adults with disabilities, food resources & more.
Friends of Youth	Youth Employment Program	5	Employment support for youth experiencing homelessness
HERO House NW	Supported Employment	5	Mental Health supported employment
Hopelink	Adult Education	5	English language programming that includes classes, workshops, one-on-one support, self-paced learning, and resource navigation for adult refugees and immigrants.

1. Go to <https://webportalapp.com/portal/review25-26>
2. Enter your email (associated with your Commission correspondence) and click Continue.
 - a. You will receive an email from Web Portal App no-reply@webportalapp.com.
 - b. Click the **Confirm Your Email To Get Started** link.
 - c. Create a password following the rules listed.
 - d. Click **Create Account**.
 - e. In the future, just log in with your email and password.
3. The home screen will display applications that have been submitted to your city.



4. You can sort All applications in the **Show** drop down menu: Review (you have not viewed the application), Continue (you have viewed the application), and Done (you have successfully submitted feedback).
5. Click on a record.
6. To make comments, click the blue **+Comments** button.
7. Use the drop down to **Select Form** to view: Application Narrative or Agency Profiles.
8. Click the **Form Attachments** drop down to view attachments related to that form.
9. Click **Save Draft** unless you are completely done with the review. When you log back in, the draft will have an orange **Continue** button.
10. When review is complete, click **Submit**.
11. Use the blue **Listings** hyperlink to go back to the listing of all applications.