



Human Services Commission Special Meeting

Date: May 14, 2026

Time: 6:00 p.m.

Place: Peter Kirk Room, Kirkland City Hall, 123 5th Ave Kirkland, WA 98033

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 28, 2026
5. **ITEMS FROM THE AUDIENCE**
6. **BUSINESS**
 - a. Eastside Human Services Commissions Equity Workshop Debrief
 - b. Staff Recommendations for the 2027-2028 Application Review
 - c. 2027-2028 Application Review-Goal Areas 3 and 5
7. **COMMUNICATIONS**
 - a. Commissioner Reports
 - b. Staff Reports and Announcements
8. **ADJOURNMENT**

Upcoming Commission Activities:

Regular Meeting-May 26, 2026

Special Meeting-June 11, 2026

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HUMAN SERVICES COMMISSION
Minutes Commission Regular Meeting
April 28, 2026

1. CALL TO ORDER

Chair Sriram Rajagopalan called the meeting to order at 6:34 pm.

2. ROLL CALL

Members Present: Chair Sriram Rajagopalan, Commissioner Gabriela Lopez Vazquez, Commissioners Shannon Quinn, Commissioner Tasnim Rehamani, Commissioner Jory Hamilton, Commissioner Kobey Sage Chew

Absent: Youth Commissioner Eric Dodd

Excused Absences: Vice Chair Cristian Liu

Staff Present: Interim Human Services Manager Becky Gilley, Human Services Coordinator Anny Smith, and Human Services Office Specialist Kerry Lam.

Meeting Recorder: Human Services Office Specialist Kerry Lam.

3. LAND ACKNOWLEDGEMENT

Commissioner Shannon Quinn read the land acknowledgment. Youth Commissioner Eric Dodd will read the land acknowledgment for the May 14th meeting.

4. APPROVAL OF MINUTES

Chair Sriram Rajagopalan requested a motion to approve the March 24, 2026 minutes, Commissioner Shannon Quinn motioned for approval, Commissioner Tasnim seconded. Motion carried (Yes: 6; No: 0; Abstention: 0).

5. ITEMS FROM THE AUDIENCE

Public comment received from Marc Vermouth and Danielle Porta from The Sophia Way.

Public comment received from Brandon Mosen from Northwest Education Access.

6. BUSINESS

a. Joint Meeting with Council Debrief

The Human Services Commission debriefed their April 7, 2026 joint meeting with the City Council, following the close of the 2027–2028 Human Services Grant Funding Application process. Commissioners reviewed Council's feedback on priorities, base budget considerations, the preferred format for funding recommendations, and the idea of

developing a rapid response funding mechanism. Council supported the HSC's priorities list and confirmed continued use of the traditional Options A–C recommendation format. No changes to the base budget were recommended at this early stage of the 2028–2029 budget cycle. There was significant discussion about potential rapid response tools for emergent community needs. The HSC will apply this guidance as they begin their grant application review process in May.

b. Overview of 27-28 Grant Applications

The Human Services Commission received an overview of the 2027–2028 Human Services Grant Funding applications submitted through the regional Collaborative process. Staff highlighted a continued rise in overall funding requests, including a 33% increase in requests directed to the City of Kirkland compared to the 2025–2026 cycle. Commissioners also noted a growing number of applications from agencies located outside East King County, reflecting expanding regional service demand. This overview is intended to help the HSC understand the scale and trends of requests before beginning detailed application review. The Commission will start its formal review of the applications at its May 14th special meeting.

c. Application Review Process Overview and Practice

The Commission received an overview of the 2027–2028 Human Services Grant Funding application review process, including instructions for setting up ShareOne review portal accounts and using the ShareOne and Stoplight equity review tools. Staff explained the purpose of these tools and provided guidance on how commissioners will evaluate program descriptions, outcomes, accessibility, budgets, and other observations. Commissioners were informed that individual scores and comments from ShareOne will be compiled by staff to support group discussion during upcoming meetings. The Commission will practice using the tools with sample applications and have an opportunity to ask questions. Commissioners will begin formal application reviews at the May 14th meeting.

7. COMMUNICATIONS

a. Commissioner Reports

Commissioner Tasnim Rehamani reported that Lake Washington Tech will host a Health and Wellness Resource Fair next Tuesday in the East Mall from 10:00 a.m. to 2:00 p.m. She also noted that the State of the City / Community Appreciation Night will take place next Thursday from 5:00 p.m. to 9:00 p.m.

Commissioner Jory Hamilton shared that Youth Eastside Services will hold a brunch event on Thursday.

b. Staff Reports & Announcements

Human Services Coordinator Anny Smith reminded the Commission about the SafeHaven/Cafecito in-person event on May 15. Commissioners interested in attending should email Anny directly to receive the registration link.

Staff also noted a change in location for two upcoming meetings, which will now be held at KTUB.

Commissioners were reminded to review their equity training homework prior to the training session on May 12.

The next meeting packet is tentatively scheduled for release on May 1, and no later than Monday.

8. ADJOURNMENT

Chair Sriram Rajagopalan asked for a motion to adjourn meeting. Commissioner Kobey Sage Chew motioned to adjourn and was seconded by Commissioner Tasnim Rehamani. Meeting was adjourned at 8:31 pm.



CITY OF KIRKLAND
Parks and Community Services
123 5th Avenue, Kirkland, WA 98033
425-587-3000

MEMORANDUM

To: Human Services Commission

From: Becky Gilley, Interim Human Services Manager
Antoinette Smith, Human Services Coordinator, Equity

Date: April 29, 2026

Subject: **Eastside Human Services Commission Equity Workshop Debrief**

RECOMMENDATION:

That the Human Services Commission (HSC) debrief the May 12th Eastside Human Services Commission Equity Workshop.

EXECUTIVE SUMMARY:

- Joint Eastside Cities Human Services Commissions will participate in a shared equity training on May 12, 2026, at the City of Redmond's City Hall ahead of the biennial Human Services Grant Funding Application cycle to participate.
- Equity-focused training has been an integral part of the Human Services Grant Funding process beginning with the application process and all the way through the contracting, reports, payments, and monitoring processes.
- The 2026 equity training will include three parts: Pre-work, three-hour in-person training, and post-work.
- The HSC will use these learnings to guide them through the process of reviewing grant funding applications with an equity lens.

BACKGROUND:

Historically, Eastside cities participating in the Human Services Funding Collaborative have supported a joint equity workshop for the respective Commissions. The workshop prepares Human Services Commissioners ahead of the upcoming Human Services Funding Grant application review that occurs every biennium.

DISCUSSION/ANALYSIS:

Issaquah, Kirkland, Redmond, and Sammamish's (the cities) Human Services Commissions participated in a joint equity training on May 12, 2026. The cities have worked collaboratively to organize this specialized training as a tool to guide Commissioners through the Human Services Grant Funding Application review process. One of the core values for the City of Kirkland is to center equitable processes in grant funding. This makes developing and/or strengthening one's equity lens critical to the application review process.

This year, the cities welcome back [Communities Rise](#), a local non-profit based in Seattle. From their website, “Communities Rise fosters movements to build power in communities impacted by systemic oppression. To create an equitable system, we pursue cross-sector collaboration and provide capacity building and legal services for community organizations and microenterprises.” The agency’s programming includes supporting other non-profits and community-based organizations by providing legal clinics, cohort programs, tech support, and opportunities to learn. They also work with small businesses to support building a more sustainable organization.

Following a presentation from staff, the Commission will have a better understanding of the upcoming training. This training will provide support to Commissioners in preparation for the 2027-2028 Human Services Grant review process that will begin in May 2026.

NEXT STEPS

The HSC will use takeaways from the Equity Workshop to guide them through the 2027-28 Human Services Grant application review process. This review process discussion will begin May 14, 2026 and continue through September of 2026.

ATTACHMENTS

None



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: Becky Gilley, Interim Human Services Manager
Antoinette Smith, Human Services Coordinator, Equity

Date: April 29, 2026

Subject: **Staff Recommendations for the 2027-2028 Application Review**

RECOMMENDATION:

That the Human Services Commission receive the staff recommendation for the application review process.

EXECUTIVE SUMMARY:

- The City of Kirkland received 142 applications for the 2027-28 Human Services Grant Funding cycle, an 11% increase over the previous cycle in 2025-26.
- Prior to the grant application review, the HSC requested that Human Services staff conduct a preliminary review of all application submission and provide a list of identified applications to recommend for removal from the HSC review process. .
- Staff has put together their recommendation list, with rationale, to be reviewed by the Commission before the May 14th Special meeting.
- Staff is requesting feedback and final approval of the recommendations list included in **Attachment 2**.

BACKGROUND:

The Human Services Commission participates in the review of Human Services Grant Funding applications coinciding with the City of Kirkland's biennial budget cycle. Every Human Services Commissioner reviews each application being considered for grant funding.

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:

Application Review Timeline

Date	Time & Location	Meeting Type	Agenda Items
5/14/2026	6:00PM - 9:00PM Peter Kirk Room Kirkland City Hall	Special Meeting	Review Goal Area 3 applications and Goal Area 5 applications
5/26/2026	6:00PM - 9:00PM Rose Hill Room Kirkland City Hall	Regular Meeting	Review Goal Area 4 applications
6/11/2026	6:00PM - 9:00PM Peter Kirk Room Kirkland City Hall	Special Meeting	Begin review of Goal Area 1 applications
6/23/2026	6:00PM - 9:00PM Rose Hill Room Kirkland City Hall	Regular Meeting	Complete Goal Area 1 applications and begin Goal Area 2 applications
7/9/2026	6:00PM - 9:00PM KTUB 348 Kirkland Avenue	Special Meeting	Complete Goal Area 2 applications
7/28/2026	6:00PM - 9:00PM Rose Hill Room Kirkland City Hall	Regular Meeting	Discuss budget and begin draft of funding recommendations
8/13/2026	6:00PM - 9:00PM KTUB 348 Kirkland Avenue	Special Meeting	Finalize and approve funding recommendations

Unless otherwise posted, all meetings will occur in person May through August. All meetings will start at 6:00pm and end at 9:00pm.

Attachment 1 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 their reviews using the rating tool in the ShareOne App review portal, allowing them to be prepared to discuss the scheduled applications at the meeting.

Staff Review

As requested by the HSC, 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, in part, to review the 142 applications submitted:

- Human services organization and/or services: the program does not provide human services or does not have a 501(c)(3) and/or fiscal sponsor.
- Incomplete application: significant information was missing that was requested as part of the agency application process.
- History of funding: the program did not receive funding in the past and there were no substantive changes to the program description.
- Kirkland residents served: the program offers services in a location that is difficult for Kirkland residents to access or serves a small number of/no Kirkland residents currently.
- HSC Priorities list: the program did not fully align with the Commissioners identified grant funding priorities.

DISCUSSION/ANALYSIS:

Based on the criteria above, the HSC identified funding priorities, and additional information that may not fit the above categories, staff are recommending **54** applications be removed from the Commission review schedule and, subsequently, grant funding consideration. **Attachment 2** provides the list of applications and staff justification for removal.

The Commission will have a chance to discuss and provide feedback at the May 14th meeting. Based on that feedback, there may be changes to the current review timeline. Staff will provide an updated calendar, if needed, at the May 28th meeting.

NEXT STEPS:

The HSC are being asked to provide feedback and final approval of the staff recommendations for the application review. Staff will then incorporate that feedback into the review schedule, as needed.

ATTACHMENTS:

Attachment 1: Application List and Grant Review Schedule

Attachment 2: Staff Recommendations for Application Review

May 14th Application Review Schedule

Goal Area 3

Goal Area 5

Total Number of Applications: 12

Commission Review Date	Organization Name	Program Name	Goal Area
May 14th Meeting	DAWN - Domestic Abuse Women's Network	Community Advocacy Program (CAP)	3
May 14th Meeting	Global Social Business Partners (GSBP)	Safe Together	3
May 14th Meeting	Harborview Medical Center	Harborview Abuse & Trauma Counseling Services	3
May 14th Meeting	Indian American Community Services	Domestic Violence Legal & Support Services	3
May 14th Meeting	King County Sexual Assault Resource Center	General, medical, & legal advocacy for survivors of sexual assault	3
May 14th Meeting	LifeWire	Survivor Advocacy Services	3
May 14th Meeting	Crisis Connections	211	5
May 14th Meeting	Friends of Youth	Youth Case Management Program (Formerly Youth Employment)	5
May 14th Meeting	HERO House NW	Supported Employment	5
May 14th Meeting	Hopelink	English for Work (Previously AdultEd)	5
May 14th Meeting	Hopelink	Financial Capabilities	5
May 14th Meeting	IKRON Greater Seattle	Integrated Employment Program	5

May 26th Application Review Schedule

Goal Area 4

Total Number of Applications: 17

Commission Review Date	Organization Name	Program Name	Goal Area
May 26th Meeting	4 Tomorrow	Mental Health Program	4
May 26th Meeting	Asian Counseling & Referral Service	Whole Health Oriented Mental Health Program	4
May 26th Meeting	Asian Counseling & Referral Service	Children, Youth & Families (CYF)	4
May 26th Meeting	Boys & Girls Clubs of King County	YES Partnership Mental Wellness Supports	4
May 26th Meeting	Bridge Disability Ministries	Meyer Medial Equipment Center	4
May 26th Meeting	Consejo Counseling & Referral Service	Pathways to Healing & Safety	4
May 26th Meeting	Friends of Youth	Mental Health & Substance Use Disorder (MH/SUD) Services	4
May 26th Meeting	Gay City Health Project (DBA LGBTQ+ Center)	Mental Health & HIV supports for LGBTQ+ Community Members	4
May 26th Meeting	HealthPoint	Medical Program	4
May 26th Meeting	IKRON Greater Seattle	Behavioral Health Services	4
May 26th Meeting	Indian American Community Services (IACS)	Mental Health Services Program	4
May 26th Meeting	NAMI Eastside	Community Mental Health Ed & Support Program	4
May 26th Meeting	NAMI Eastside	NAMI en Espanol	
May 26th Meeting	Porchlight	Behavioral Health	4
May 26th Meeting	Therapeutic Health Services	Substance Use & Mental Health Treatment Program	4
May 26th Meeting	Youth Eastside Services	Behavioral Health Care for Children & Youth	4
May 26th Meeting	Youth Eastside Services	Early Childhood Behavioral Health	4

June 11th Application Review Schedule

Goal Area 1

Total Number of Applications: 20

Commission Review Date	Organization Name	Program Name	Goal Area
June 11 th Meeting	4 Tomorrow	Emergency Temporary Housing & Homelessness Recovery Program	1
June 11 th Meeting	4 Tomorrow	Eviction Prevention - Rental, Mortgage & Move in Assistance	1
June 11 th Meeting	Archdiocesan Housing Authority	New Bethlehem Program	1
June 11 th Meeting	Eastside Legal Assistance Program	ELAP - Housing Stability	1
June 11 th Meeting	Eat Happy Now	Eat Happy Now Food Rescue	1
June 11 th Meeting	Essentials First	World Food Program	1
June 11 th Meeting	Friends of Youth	The Willows Youth Services Center (WYSC)	1
June 11 th Meeting	Friends of Youth	Youth Haven	1
June 11 th Meeting	Friends of Youth	TLP	1
June 11 th Meeting	Hopelink	Family Development	1
June 11 th Meeting	Hopelink	Financial Resiliency	1
June 11 th Meeting	Hopelink	Food Programs	1
June 11 th Meeting	Hopelink	Housing	1
June 11 th Meeting	Imagine Housing	Activities of Daily Living	1
June 11 th Meeting	Imagine Housing	Behavioral Health	1
June 11 th Meeting	Imagine Housing	Resident Services	1
June 11 th Meeting	KidVantage	A Strong Foundation for Kids - Basic Needs	1
June 11 th Meeting	Lake Washington Schools Foundation	Lake Washington Schools Foundation Pantry Packs program	1
June 11 th Meeting	LifeWire	Housing Stability Program	1
June 11 th Meeting	LifeWire	Shelter	1

June 23rd Application Review Schedule

Goal Area 1

Goal Area 2

Total Number of Applications: 20

Commission Review Date	Organization Name	Program Name	Goal Area
June 23rd Meeting	MAPS Community Services	Emergency Rental Assistance	1
June 23rd Meeting	MAPS Community Services	Food & Gas Assistance (Food & Gas Cards)	1
June 23rd Meeting	MAPS Community Services	Transitional Housing for Single Women	1
June 23rd Meeting	Overlake Christian Church	Financial Aid & Assistance Program	1
June 23rd Meeting	Overlake Christian Church	Safe Parking & Day Center Emergency Shelter	1
June 23rd Meeting	Porchlight	Enhanced Shelter Program	1
June 23rd Meeting	Porchlight	Housing	1
June 23rd Meeting	Porchlight	Housing Navigation	1
June 23rd Meeting	Porchlight	Rotating Shelter	1
June 23rd Meeting	Renewal Food Bank	Culturally Relevant & Linguistically Diverse Grocery Style Food Bank	1
June 23rd Meeting	Solid Ground Washington	Housing Stability Project	1
June 23rd Meeting	Sound Generations	Sound Generations Meals on Wheels	1
June 23rd Meeting	The Sophia Way	Helen's Place - Enhanced Shelter	1
June 23rd Meeting	The Sophia Way	Sophia's Place : Extended-stay shelter	1
June 23rd Meeting	4 Tomorrow	Life Services Program	2
June 23rd Meeting	Africans on the Eastside	WRAP - Wraparound support & Advocacy Program	2
June 23rd Meeting	Catholic Community Services of King County	Volunteer Services	2
June 23rd Meeting	Chinese Information & Service Center	North & East King Community Resource Center	2
June 23rd Meeting	Chinese Information & Service Center	Russian Speaking Senior Day Program	2

July 9th Application Review Schedule

Goal Area 2

Total Number of Applications: 19

Commission Review Date	Organization Name	Program Name	Goal Area
July 9th Meeting	Communities In Schools of Greater King County	Integrated Student Supports (ABCS Early Intervention Model)	2
July 9th Meeting	Eastside Legal Assistance Program	ELAP - Clinic	2
July 9th Meeting	Evergreen Social Impact	2SLGBTQIA+ Programming & Outreach	2
July 9th Meeting	Evergreen Social Impact	Rainbow Resilience Network	2
July 9th Meeting	HERO House NW	Supported Housing	2
July 9th Meeting	Immigrant Women's Community Center	East King County Immigrant Family Support & Case Management Program	2
July 9th Meeting	Indian American Community Services	IACS Immigration Legal & Support Services	2
July 9th Meeting	Indian American Community Services	Cultural Navigation Program	2
July 9th Meeting	Indian American Community Services	Rahat Community Human Services Program	2
July 9th Meeting	Jewish Family Service	Russian Language Older Adult Day Program	2
July 9th Meeting	Kinderling Center	Child Care & Preschool Consultation (CCPC)	2
July 9th Meeting	Kinderling Center	Families in Transition (FIT)	2
July 9th Meeting	King County Bar Foundation	Neighborhood Legal Clinics	2
July 9th Meeting	MAPS Community Services	Information & Referral Services (to additional resources)	2
July 9th Meeting	Northshore Senior Center	Social Services Programs	2
July 9th Meeting	Sound Generations	Hyde Shuttle	2
July 9th Meeting	Sound Generations	Volunteer Transportation Services (VTS)	2
July 9th Meeting	Youth Eastside Services	Behavioral Health Cultural Navigator	2
July 9th Meeting	Youth Eastside Services	Community-Based Behavioral Health Outreach	2
July 9th Meeting	Youth Eastside Services	Latine Youth & Family Integrated Behavioral Health Services	2

ATTACHMENT 2

Linked Agency Profile	Program Name	Justifications/Considerations
Americans 4 Equality	Workforce Dev and Internships	<ul style="list-style-type: none"> • HSC funding priorities. • Residents served • Eligibility requirements and accessibility • Not currently funded
Americans 4 Equality	Career Skills Accelerator	<ul style="list-style-type: none"> • HSC funding priorities. • Residents served • Eligibility requirements and accessibility • Not currently funded
Americans 4 Equality	Digital and Career Navigators	<ul style="list-style-type: none"> • HSC funding priorities • Duplicative program services • Eligibility requirements and accessibility • Not currently funded
Assistance League of the Eastside	Operation School Bell	<ul style="list-style-type: none"> • Not currently funded • Residents served
Athletes For Kids	Athletes for Kids	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
BigHug	Youth Cultural Leadership & Wellness Program	<ul style="list-style-type: none"> • Services provided event focused • HSC funding priorities
Bridge of Promise	Bridge Academy	<ul style="list-style-type: none"> • HSC funding priorities • Incomplete application

ATTACHMENT 2

Cascade Bicycle Club	Building Community & Providing Food Rescue and Delivery Through Bicycling	<ul style="list-style-type: none"> • HSC funding priorities • Services provided
Centro Cultural Mexicano	Thriving Futures with Centro Cultural Mexicano	<ul style="list-style-type: none"> • Not currently funded • Residents served • Incomplete or missing information
Congolese Integration Network(CIN)	Housing & Basic Needs Stabilization Program	<ul style="list-style-type: none"> • Not currently funded, • Residents served
Creating Pathways	Housing Wellness	<ul style="list-style-type: none"> • Not currently funded • Residents served
Domestic Violence Survivors	Domestic Violence Survivors (DVS)	<ul style="list-style-type: none"> • Not currently funded • Capacity
Eastside Pathways	E King County Cradle to Career Support & Advocacy	<ul style="list-style-type: none"> • Not currently funded • Services provided
Essentials First	Community Kits & Information-Referrals Program	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
Essentials First	Essential Skills Program	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities

ATTACHMENT 2

Friends of Youth	Healthy Start Parenting Program	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
Global Perinatal Services	Wraparound Perinatal Services	<ul style="list-style-type: none"> • Not currently funded • Incomplete or missing information
Hire Heroes USA	PNW Field Team Veteran & Military Employment	<ul style="list-style-type: none"> • Residents served • HSC funding priorities • Incomplete or missing information • Not currently funded
Hospitality House	Hospitality House Women's Shelter	<ul style="list-style-type: none"> • Residents served • Not currently funded • Incomplete or missing information
Housing Connector	Housing for All, Powered by Technology: Housing Navigation, Placement, & Stability Support Services for Vibrant Communities	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
Issaquah Cultural Circle (dba The Circle)	Emergency Financial Assistance Program	<ul style="list-style-type: none"> • Not currently funded • Accessibility
Issaquah Cultural Circle (dba The Circle)	Community Navigation	<ul style="list-style-type: none"> • Not currently funded • Accessibility • HSC funding priorities
Kin On Health Care Center	Senior Digital Navigation and Support Program	<ul style="list-style-type: none"> • Not currently funded • Accessibility • HSC funding priorities

ATTACHMENT 2

Kin On Health Care Center	Thriving Connections	<ul style="list-style-type: none"> • Not currently funded • Incomplete or missing information
Kubana	ConnectED	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
Latino Civic Alliance	I AM Jaguar Program - Youth and Family Intervention Program	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities • Residents served/location
Latino Community Fund	KCPN Immigrant, Refugee, and Asylum-Seeking Community Engagement Initiative	<ul style="list-style-type: none"> • HSC funding priorities • Services provided
MAPS Community Services (MAPS MCRC)	Golden Times - Senior Services	<ul style="list-style-type: none"> • Not currently funded • Duplicative services • Incorrect information listed
Mary's Place	Addressing and preventing homelessness in King County through emergency shelter, mobile outreach services, and homelessness prevention	<ul style="list-style-type: none"> • Not currently funded • Residents served/location
Northshore Senior Center	Adult Day Health	<ul style="list-style-type: none"> • Not currently funded • Residents served/location • HSC funding priorities
Northshore Senior Center	Transportation	<ul style="list-style-type: none"> • Not currently funded • Residents served/location • HSC funding priorities

ATTACHMENT 2

Northwest Education Access	Helping Opportunity Youth	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
Northwest's Child	Inclusive Pathways to Participation and Community	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
Open Doors for Multicultural Families	Multicultural Disability Support	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
Porchlight	Employment / Disability Case Management	<ul style="list-style-type: none"> • Not currently funded • Residents serve • Duplicative services
Project Access Northwest	Care Coordination	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities • Services provided
Project Be Free, NPC	DV Advocacy Program	<ul style="list-style-type: none"> • Not currently funded • Residents served/location • Incomplete or missing information
Rehoboth Community Development Center	Immigrant Workforce Readiness & Culturally Responsive Food Distribution Program	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities • Residents served/location • Incomplete or missing information
RoboCodo	Eastside Youth Mentorship & Mental Wellness Initiative	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities

ATTACHMENT 2

Sewa International, Inc.	Serve the Hungry Initiative	<ul style="list-style-type: none"> • Not currently funded • Residents served/location
Sound Generations	Sound Generations Minor Home Repair	Missing critical information liek SUs and residents served along with budget completion.
The More We Love	Crisis Healing Center	<ul style="list-style-type: none"> • Not currently funded • Residents served/location
The Sophia Way	Outreach Program	<ul style="list-style-type: none"> • Not currently funded • Duplicative services
The YMCA of Greater Seattle	Arcadia Drop-in Center and Shelter	<ul style="list-style-type: none"> • Not currently funded • Residents served/location • Duplicative services
Ubumwe Women Association Services	Immigrant and Refugee Housing Stability Initiative	<ul style="list-style-type: none"> • Not currently funded • Residents served/location
Ubumwe Women Association Services	Immigrant and Refugee Support Group and Home Wellness Visits	<ul style="list-style-type: none"> • Not currently funded • Residents served/location
Ubumwe Women Association Services	Immigrant Home Health Employment Training and Placement	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities • Residents served/location
Urban ArtWorks	Creative Youth Employment Pathways	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities

ATTACHMENT 2

Voices of Tomorrow	Preschool Pathways Program	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
Washington Poison Center	Washington Poison Center Emergency & Education Services	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities
Washington Telangana Association	Food and Blankets for the Needy	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities • Incomplete or missing information
Washington Telangana Association	Webinars on Kids College Education, Tax Strategies, Women Health and Empowerment, Immigration Issues	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities • Incomplete or missing information
Woman to Woman Reentry	Woman to Woman Reentry	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities • Residents served/location • Incomplete or missing information
YWCA Seattle King Snohomish	YWCA Eastside Employment Services (EES)	<ul style="list-style-type: none"> • Not currently funded • HSC funding priorities



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: Becky Gilley, Interim Human Services Manager
Antoinette Smith, Human Services Coordinator, Equity

Date: April 29, 2026

Subject: **2027-2028 Application Review-Goal Area 3 and 5**

RECOMMENDATION:

That the Human Services Commission review application submissions that meet Goal Area 3 and 5 objectives in preparation for the May 14, 2026, meeting.

EXECUTIVE SUMMARY:

- The City of Kirkland received 142 applications for the 2027-28 Human Services Grant Funding cycle, requesting over \$7 million in funding per year, a historic high for the City of Kirkland.
- The City of Kirkland Human Services Commission is tasked with reviewing every application for funding requests moving forward in the process.
- Staff has put together a schedule for the review process over the next, approximately, 17 weeks.
- The HSC will review their first round of applications that cover Goal Areas 3 and 5, as described in the memo.

BACKGROUND:

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**

DISCUSSION/ANALYSIS:

At the May 14, 2026, 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 2027-28 funding cycle, six applications fall into Goal Area 3 and six applications fall into Goal Area 5. Please reference **Attachment 1** for a comprehensive list of agency name, program name, and brief description of the program. Of the 12 applications, one application was a first-time request. First-time requests are **bolded** in **Attachment 1**.

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

Goal Area 3:

1. DAWN-Domestic Abuse Women's Network-Community Advocacy Program (CAP)
2. Global Social Business Partner (GSBP)-Safe Together
3. Harborview Medical Center-Harborview Abuse and Trauma Counseling Services
4. Indian American Community Services-Domestic Violence Legal & Support Services (Formerly Crisis Services Program)
5. King County Sexual Assault Resource Center-General, medical, and legal advocacy for survivors of sexual assault
6. LifeWire- Survivor Advocacy Services

Goal Area 5:

1. Crisis Connections-211
2. Friends of Youth-Youth Case Management (Formerly Youth Employment)
3. Hero House NW-Supported Employment
4. Hopelink-English for Work (Formerly Adult Education)
5. Hopelink-Financial Capabilities
6. IKRON Greater Seattle-Integrated Employment Program

Commissioners will use the ShareOne Application portal review tool as well as the Stoplight Tool, created by [Communities Rise](#), as an additional support for considering equity in the review process and to help process any challenges with potential biases that may come up during this process.

Additional review resources included in this packet for reference during your review and Commission discussion are **Attachment 2**, Review Comments Examples, **Attachment 3**, Stoplight Tool for Review, and **Attachment 4**, HSC Group Expectations 2025. For a summary of agency programs currently funded for the 25-26 cycle, please refer to the [Kirkland Human Services Dashboard](#).

NEXT STEPS:

The HSC are being asked to review the listed applications within Goal Areas 3 and 5 and submit their individual review scores in ShareOne Application portal no later than Wednesday, May 13th, 5:00PM for review at the May 14th Special meeting. Staff will then provide a compilation of review scores for the group conversation.

Please send questions to HSGrants@kirklandwa.gov **as soon as possible** if responses are crucial to review decisions ahead of HSC application review meetings.

ATTACHMENTS:

Attachment 1: 2027-2028 Goal Area 3 and 5 Application Summary

Attachment 2: Review Comments Examples

Attachment 3: Stoplight Tool for Review

Attachment 4: HSC Group Expectations 2025

Goal Areas 3 and 5			
Organization Name	Program Name	Program Description	Goal Area
DAWN - Domestic Abuse Women's Network	Community Advocacy Program (CAP)	Community Advocacy for Survivors of Domestic Violence	3
Global Social Business Partners (GSBP)	Safe Together	Culturally rooted healing and safety support for communities impacted by hate and bias.	3
Harborview Medical Center	Harborview Abuse & Trauma Counseling Services	Provides evidence-based clinical interventions to treat the harmful effects of traumatic experiences on survivors, families, and communities.	3
Indian American Community Services	Domestic Violence Legal & Support Services	Provides free, zero wait time legal clinics and culturally responsive case management for Indian American domestic violence victims in King County.	3
King County Sexual Assault Resource Center	General, medical, & legal advocacy for survivors of sexual assault	Children and adult victims of sexual assault and their families receive support for their recovery through general, medical, and legal advocacy, along with a 24-hour resource line and case management, in English and Spanish, by bilingual, culturally and linguistically matched staff.	3
LifeWire	Survivor Advocacy Services	Survivor Advocacy Services for survivors of domestic violence (DV), designed to support families on their path to safety, stability, and healing.	3
Crisis Connections	211	Basic needs resource navigation information and referral services.	5
Friends of Youth	Youth Case Management Program (Formerly Youth Employment)	Case Management support for youth and young adults experiencing homelessness.	5
HERO House NW	Supported Employment	Supported employment services for adults with serious mental illness to obtain and maintain competitive jobs.	5
Hopelink	English for Work (Previously Adult Education)	Work-contextualized English language programming for adult immigrants and refugees	5
Hopelink	Financial Capabilities	Multilingual Financial Education, Individualized Coaching, and Capacity-Building Support for Partner Organizations	5
IKRON Greater Seattle	Integrated Employment Program	Combines employment readiness activities, job placement and job sustainment services, with behavioral health supports to low-income individuals with disabilities to achieve the ultimate goal of successful integration in the community through employment sustainability.	5

A Comment Like This ...

“This submission was weak”

... Is Better Said Like This ...

“The responses to questions 1 and 2 did not provide enough detailed information and the response did not address subsection a & b.”

“This Respondent does not have any/sufficient experience distributing direct payments.”

“They provided what seems like a boilerplate response that doesn’t address the evaluation criteria, King County’s specific needs, or the Scope of Work.”

A Comment Like This ...

“This submission was strong”

... Is Better Said Like This ...

“The CBO has 25 years of experience doing the type of work requested.”

“The submission describes a clear understanding of the current landscape of child care worker wages and potential impacts.”

“The response to this section was very thorough and addressed all scoring criteria with good details.”

A Comment Like This ...

“I like that they work out of downtown Seattle.”

... Is Better Said Like This ...

The Respondent serves a high need and/or historically underserved area.

A Comment Like This ...

“I like their project approach.”

... Is Better Said Like This ...

“The project approach is sound with adequate testing and includes a reasonable implementation plan.”

A Comment Like This ...

“It seems like they threw the submission together at the last minute.”

... Is Better Said Like This ...

“The responses lacked details, was difficult to follow, and in many sections, did not respond directly to the evaluation criteria as requested.”

Simple Examples of Strengths

They have 10 years of experience and only 3 years are required.

Key Individual/Respondent has significant experience with prior projects of a similar type and complexity.

Key Individual/Respondent has significant experience with community-engaged data collection.

Respondent identified project risks based on experience and described how to mitigate.



Simple Examples of Challenges

The response failed to address adequacy of infrastructure to provide direct payments.

The response did not demonstrate their ability to complete the scope of work.

The Respondent has limited/no experience with projects of a similar type and complexity.

The proposed schedule/timeline is not



 Red Light	 Yellow Light	 Green Light
<p>I am reading this application as a judge looking for reasons that they should not be funded.</p>	<p>I am reviewing this application as both a judge and an advocate.</p>	<p>I am reading this application as an advocate of this organization and the community it represents.</p>
<p>I am unaware of what my implicit biases are as I begin this application review process.</p>	<p>I am just beginning to or practicing my skills in identifying and discussing my implicit biases.</p>	<p>I am aware of and can name to my peers how my implicit biases may impact my analysis of an application.</p>
<p>I am judging a program's effectiveness on their prior ability to attain grants.</p>	<p>I am starting to recognize some systemic reasons for an organization's lack of prior funding.</p>	<p>I am able to recognize the systemic reasons that a program may have been historically excluded from funding opportunities.</p>
<p>I am assuming mainstream solutions are the best way to solve the issue being addressed in this application.</p>	<p>I prioritize mainstream solutions but am open to additional ideas.</p>	<p>I am open to new ideas and solutions and recognize that organizations that are closest to the issue are best suited to solve it.</p>
<p>I am looking for only weaknesses represented in this application.</p>	<p>I catch myself looking critically at an application and push myself to look to identify strengths.</p>	<p>I am looking for strengths represented in this application.</p>
<p>I am looking for a broad overarching solution to meet the needs of our community.</p>	<p>I prefer broad solutions but am interested in adding on a few additional approaches.</p>	<p>I recognize the importance of multiple approaches and community-specific tailored approaches in working to collectively meet the needs of our community.</p>
<p>I am basing my assessment of the organization's competency on their ability to communicate in written English.</p>	<p>My assessment of competency is influenced by how well or poorly this application is written.</p>	<p>I am not factoring in the writing style to my assessment of organizational competency.</p>

Human Services Commission Group Expectations

Updated 05-27-2025

- 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
- 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
- Reflect back what you heard to ensure understanding and give grace
- Be respectful of differences; differences add value