

# Welcome to the Fall 2007 Edition of the WFF Grantee Newsletter!

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OVERCOMING HOMELESSNESS  
THROUGH SERVICE-ENRICHED HOUSING

The Washington Families Fund (WFF) is a public-private partnership to expand service-enriched affordable housing for homeless families in Washington State. Established by the Washington Legislature in 2004, the Fund fills a critical need by providing stable, long-term funding for housing-based services. To learn more about us, visit the WFF homepage at <http://www.aidshousing.org/wff>.

## WFF Program Highlight

### Tacoma Housing Authority - Salishan

In April 2001, the Tacoma Housing Authority (THA) received a \$35 million HOPE VI grant to revitalize [Salishan](#). A \$200 million full redevelopment plan was created. Under the plan, all current housing in Salishan will be demolished and replaced with 1,200 new homes, a mix of rentals and owned. The rental housing includes 36 units of permanent subsidized housing for homeless families, who also receive case management and supportive services onsite. Washington Families Fund provides service funding for 20 units of housing for homeless families at Salishan. In addition, the new plan includes a brand new health clinic, technology center, and more childcare facilities. The plan emphasizes the creation of an almost suburban environment, with green belts and more "walk-able" areas.



WFF grantee families also benefit from the recent partnership created between THA, Northwest Leadership Foundation (NLA), Tacoma Public Schools and Girl Scouts (Pacific Peaks Council) to host a summer day camp. Northwest Leadership Foundation led the partnership by providing the curriculum, programs and staff. The camp was held at Lister Elementary School, which is located in Tacoma Housing Authority's Salishan housing development.

The summer camp was held all day Monday-Friday for a total of nine weeks. Approximately 130 youth registered for the camp, and no child was turned away due to inability to pay. Campers enjoyed field trips to the Pt. Defiance Zoo, the Farmer's Market, and the movies. Camp activities included making piñatas, a Fair Day with the petting zoo from WSU 4-H, a visit by University of Washington Husky football players, pizza, BBQs, and on one of the hottest days in July, a water play day.

A survey completed by parents at the end of camp reported a 92% satisfaction rate. "Staff were very professional, caring, and connected very well with parents & children," reported one parent. THA and NLF will partner again to provide a day camp during both winter and spring school breaks.

## 2007 Funding Updates

### **Moderate Level Funding Update**

In this funding round, WFF will make grants equaling up to \$3,500 per unit, per year for up to 10 years. The funds will be granted throughout the state to finance support services linked to affordable housing for homeless families. As in prior years, WFF will fund a maximum of two-thirds of the total case management and support services cost incurred in serving WFF families. This year WFF specifically called on agencies to include links to employment services in their programs.

On September 7th WFF received 17 applications requesting a total of \$6,322,140 over 10 years. The review committee met on October 8th to make site visit recommendations, which will take place throughout October and November. Funding recommendations will be presented to the WFF Steering Committee at the end of November.

### **High Level Funding Update**

The High Level Service provider work group wrapped up their sessions in late August. From this process the final service model was developed, the official RFQ was sent out, and applications from this group are due back to WFF on October 1st. This model will focus on permanent supportive housing with intensive wrap-around services available to families. Agencies will be asked to use a client-service model based on harm reduction. Staffing levels for this model are proposed to have a lower client ratio per case manager, along with a higher funding level for the services. As with any WFF project, agencies will be looked upon to build or strengthen partnerships with other providers in their community. Funding awards for this model will be provided for 5 years instead of the 10-year awards that are provided for the moderate-level service model. Site visits for the selected agencies will also take place in October and November, with funding recommendations going to the Steering Committee at the end of November.

## Award Announcements

The award announcements for all new grantees will be made in January 2008. All WFF grantees are invited to the ceremony to celebrate our third funding round. Stay tuned for details!

## Reporting

Reporting tools, guidance, and links to data collection surveys are available online at [http://www.aidshousing.org/newsletter2210/newsletter\\_show.htm?doc\\_id=327085](http://www.aidshousing.org/newsletter2210/newsletter_show.htm?doc_id=327085).

## Quarterly Reports Due October 19th



Please make sure your project narrative, service report, and financial report are complete and turned into Emily Nolan by October 19th.

If you have questions or concerns, [email Emily Nolan at emily@aidshousing.org](mailto:emily@aidshousing.org) or call her at (206) 322-9444 x36 today!

### Quarterly Financial and Services Activities Report

Activity Period	Report Due Date
<b>Jul - Sep 2007 activities</b>	<b>October 19, 2007</b>
Oct - Dec 2007 activities	January 19, 2008
Jan - Mar 2008 activities	April 18, 2008
Apr - Jun 2008 activities	July 18, 2007

## Data Collection Survey Due Dates

WFF evaluations are an important part of the WFF program, and the survey due dates are summarized below.

Links to the surveys are available online at [http://www.aidshousing.org/newsletter2210/newsletter\\_show.htm?doc\\_id=327085](http://www.aidshousing.org/newsletter2210/newsletter_show.htm?doc_id=327085).

Data Collection Surveys	
Event	Due Date(s)
Initial Intake into WFF Program	Within 60 days of Program Entry
<b>* Annual Reassessment</b>	<b>* September 30, 2007</b>
Exit Interview (includes families that disappear)	Within 30 days of Program Exit
Post-Exit Follow-Up	7 months after Program Exit <i>And every 6 months thereafter until family disappears</i>

**\* Please note, if you have not submitted your Annual Reassessment, [email Emily Nolan at emily@aidshousing.org](mailto:emily@aidshousing.org) or call her at (206) 322-9444 x36 today!**

## Data Cleanup

Thanks to all of the case managers who have been working with us to get inconsistent survey data cleaned up. We recognize that this is a time-consuming process, and we appreciate everyone's assistance and prompt responses!

## Generating ID Numbers in SurveyMonkey

In order to achieve better data reporting and data maintenance, all HMIS (Homeless Management Information System) numbers entered into SurveyMonkey will need to be 12 characters. This means that if you have entered more or less than 12 characters, SurveyMonkey will not accept your survey.

*If you need help generating HMIS numbers, please see the guidelines in the summer newsletter, which can be found online at*

[http://www.aidshousing.org/usr\\_doc/WFF\\_Grantee\\_eNewsletter\\_2007\\_07.html#hmis\\_numbers](http://www.aidshousing.org/usr_doc/WFF_Grantee_eNewsletter_2007_07.html#hmis_numbers).

## SurveyMonkey Changes

As you may have noticed, the SurveyMonkey interface has changed. Not only is the visual presentation different, but WFF surveys have added questions about employment and financial status.

If you have questions or need clarification, please [email Emily Nolan at emily@aidshousing.org](mailto:emily@aidshousing.org) or call her at (206) 322-9444 x36.

Please also note the following when completing all SurveyMonkey surveys:

- All required questions are indicated with a red asterisk.
- After filling out all required and "optional" questions, when you reach the end of the SurveyMonkey survey click "done." If you have completed all questions correctly, you will be directed to a page that will notify you of successful completion. On the successful completion page if you click "done", the SurveyMonkey browser window will close and you are then able to select a new survey from the AHW website.
- If you have **not** answered all questions correctly, in the case of the HMIS numbers or if you have skipped a required question, SurveyMonkey will redirect you to the very beginning of the survey and you will need to scroll through your answers to find the notes in red which will tell you what needs to be changed. **If you close this window without fixing the errors, your survey will not be saved and the data will be lost.**
- *If you know you have made an error in a SurveyMonkey survey and you already clicked "done", please do not go into SurveyMonkey and fill out a new survey. [Email Emily Nolan at emily@aidshousing.org](mailto:emily@aidshousing.org) or call her at (206) 322-9444 x36 and let her know what needs to be changed and we will make the correction on our end. This will help prevent duplicate surveys.*

## Upcoming Events

### WFF Supports Your Ongoing Training!

WFF staff is always on the lookout for training opportunities that would be useful for grantees, including those we financially support you to attend, ones we coordinate, and those we simply spread the word about.

*Your input and ideas are important, so please continue to share them with us. You can [email Kelly Zelenka at kelly@aidshousing.org](mailto:kelly@aidshousing.org) or call her at (206) 322-9444 x26, or you can [email Emily Nolan at emily@aidshousing.org](mailto:emily@aidshousing.org) or call her at (206) 322-9444 x36.*

### Motivational Interviewing Trainings

WFF is sponsoring eight attendees at a November 1st Eastern Washington Motivational Interviewing Training, and we are delighted to be able to provide this fantastic opportunity to Western Washington grantees as well on November 30th in Seattle, WA.

Clinicians with previous motivational interviewing training realize the way to increase proficiency in motivational interviewing is to allow ample opportunities to practice in a relaxed, supportive, and fun environment. Motivational interviewing is often a conversation about ambivalence or the internal argument of the side that wants to be rid of the problem (pro change), and a side that doesn't believe change is possible or beneficial (stay the same). When we argue for one side, the client will strengthen the side that does not want to change. This can be seen overtly by arguing and denying or covertly by missed appointments and passive compliance. This means clinicians have the capacity to drive client resistance up and down within the same session. Motivational interviewing is based on the tenet that within every client/consumer resides a co-therapist who has the skills to successfully change behavior. How do we work with and not against the co-therapist? The emphasis of this training will be to build on existing skills and develop further techniques and strategies in the application of Motivational Interviewing within the therapeutic

setting.

Rhonda McKillip will be the trainer. She is a Psychotherapist in private practice in Spokane, Washington, a NAADAC Approved Education Provider, a member of the International Motivational Interviewing Network of Trainers, and an instructor for the Washington Institute for Mental Illness Research & Training.

Registration is not yet open for the November 30th Seattle training, so stay tuned for more details! The cost will be FREE for two attendees per agency; additional staff will be charged a fee yet to be determined.

## Past Event Highlights

### Housing Washington Conference

Washington's annual statewide affordable housing conference, Housing Washington, took place in Spokane September 9-11 and was attended by over 700 people. Among the session topics made available for the broad base of people involved in affordable housing were: homeownership, housing design, green building, asset management, tribal housing, workforce housing, state and county ten-year plans, and many others. There were approximately 65 exhibitors providing information and resources, featured and keynote speakers, special networking events, a housing advocate award ceremony, and post-conference tour of local affordable housing.

*Next year's Housing Washington Conference is scheduled for September 14-16, 2008 at the Greater Tacoma Convention & Trade Center in Tacoma, Washington. More information can be found on [the Housing Washington website, online at http://www.wshfc.org/conf/](http://www.wshfc.org/conf/).*

## WFF Technical Assistance Tips and Resources

### TA Resources

If you are not able to make any of the [Motivational Interviewing Trainings](#), you can still learn these valuable skills. A copy of the *Motivational Interviewing Professional Training* DVD is available for temporary use. The DVD includes an introduction to motivational interviewing, opening strategies, handling resistance, and much more!

*[Email Kelly Zelenka at kelly@aidshousing.org](mailto:kelly@aidshousing.org) or call her at (206) 322-9444 x26 to reserve this resource today!*

### TA Staff

WFF staff is here to assist grantees with specific questions about WFF-related activities, as well as general program operation and administration needs. We are available to help answer your questions, talk through a specific scenario, provide resources from our extensive library, or find other appropriate resources. We want to hear from you what would be most helpful in supporting your programs!

*Don't hesitate to [email Emily Nolan at emily@aidshousing.org](mailto:emily@aidshousing.org) or call her at (206) 322-9444 x36, or [email Kelly Zelenka at kelly@aidshousing.org](mailto:kelly@aidshousing.org) or call her at (206) 322-9444 x26, and let us*

*know what you need!*

*Additional grantee resources are available on the Washington Families Fund Homepage,  
<http://www.aidshousing.org/wff>.*