



The Washington Families Fund (WFF), a program of Building Changes, is a public-private partnership to expand service-enriched affordable housing for homeless families in Washington State. For more information visit our interim website at www.buildingchanges.org.

Summer 2008 Grantee E-Newsletter

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WFF Project Highlight – Spokane Families' Futures



Spokane Families' Futures is a partnership between four agencies in Spokane, WA. [Transitions](#), [Northeast Washington Housing Solutions](#) (NWHS), [Catholic Charities](#), and [Spokane Neighborhood Housing Action Program](#) (SNAP) all work in collaboration to expand the availability of service enriched housing for homeless families. These agencies represent some of the largest providers of housing and services to homeless families in Spokane County. [Catholic Charities](#),

[Transitions](#) and SNAP provide the housing units, and NWHS commits housing vouchers for graduates of the program.

While trying to coordinate so many people can be challenging, the small and very collegial community of Spokane has proven to be a great place, where housing and service providers work hand-in-hand to see homeless families and individuals served. [Transitions](#) is the lead grantee agency for Spokane Families' Futures, and it facilitates the effort to coordinate the funding that provides services for 20 units of housing for homeless families.

Welcome, Alice Shobe!

We are pleased to share that Alice Shobe joined Building Changes as our first Director of Homeless Families Initiatives. In this newly created role, Alice will expand Building Changes activities focused preventing homelessness, housing families more quickly, and building deeper connections between employment and housing systems.

For the last four years, Alice served as the Director of Sound Families at the City of Seattle Office of Housing. Alice's arrival coincides with Building Changes new role in directing and administering the final activities of the Sound Families Initiative, including a final capacity grant round and on-going grant management. Kelly Smith is the new go-to Sound Families contact at Building Changes. Emily Nolan will continue to manage the grant making program of the Washington Families Fund.

Alice brings 20 years of experience in housing, philanthropy, and community development to Building Changes. Prior positions include: CEO of Philanthropy Northwest and Executive Director of Impact Capital.

Alice looks forward to working with all the Washington Families Fund partners. She can be reached at 206-322-9444 x 18 or Alice.Shobe@BuildingChanges.org.

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Sadie*, a client of [Catholic Charities](#), agreed to talk with us about her experiences. She articulated the difficulties she has had in trying to find housing with little or no income. A single mother of three children, ages eleven, three, and one year, Sadie was told by her mother that she no longer had a place to live while her youngest child was sick in the hospital. She had no place to go, so she called St Margaret's Shelter, a program of [Catholic Charities](#). After first staying at Union Gospel Mission, Sadie was enrolled into the program at St Margaret's Shelter within a few weeks.

While at St Margaret's, Sadie was first and foremost given the peace of mind that she had a safe place to stay and didn't have to worry about where she and her children were going to live. Through Washington's Families Fund, she was able to participate in domestic violence classes, and successfully set stronger boundaries with her drug-addicted husband, who is not currently living with her and her children. She was also able to access a mental health counselor for her depression, and complete courses that allowed her to gain financial literacy in renting property. Her case manager was also able to help her access services such as [Temporary Assistance for Needy Families](#) (TANF). Sadie has been at St. Margaret's for over a year, and is now working towards securing her own housing. Sadie said that her biggest challenge has been cutting ties with people she cares about, including her husband and her mother. "I am learning to be OK with being myself and being strong enough to say no," she said. She also noted that even though she has faced numerous challenges in her life, including being homeless more than one time, she can testify that she is working towards overcoming her obstacles.

Once she leaves the program, Sadie will still be able to access services at St. Margaret's through their After Care program. Clients that leave St. Margaret's can still access a variety of services, including case management, a food and clothing bank, and social events that staff coordinate quarterly, including an adopt-a-family program that happens during the holidays. "We really have an open door policy where clients can continue to call us even after they have left the program," said Sharon Stadelman, Program Coordinator at St. Margaret's.

Spokane Families' Futures continue to meet the WFF mission by extending service-enriched supportive housing for homeless families in Washington State. For more information on Spokane Families' Futures contact Kristin Talbott at (509) 325-2959 or ktalbott@help4women.com.

*Client's name was changed to protect privacy

Client Annual Reassessment FAQ– What you need to know

What is the Client Annual Reassessment and why do I need to do it?

The Client Annual Reassessment is completed every year for current **clients enrolled into your program on or before June 30th** of each year. This survey is used to gather comprehensive data to complete our annual report, as well as to report back to the Washington State Legislature and other major funders on the progress of WFF clients.

Which clients need Annual Reassessments?

In early August you will receive a report from us of all currently enrolled clients, meaning all clients that have intakes, but no exit or disappearance surveys. All **clients enrolled in your program on or before June 30th, 2008** should receive an annual reassessment.

When should I enter data for the Annual Reassessment?

You can start entering data on **September 1st**. All surveys should be completed by **September 30th, 2008**. We will be following up with case managers and case manager supervisors in order ensure surveys are in on time, so don't wait until the last minute! Once you have entered all of your surveys into [SurveyMonkey.com](#), WFF staff work to ensure data is accurate, which is a time intensive process. When you enter your surveys on time, it keeps us on track to publish the report by the end of the year. So, thanks in advance for having everything entered by September 30th!

Where can I find the Annual Reassessment?

The Annual Reassessment survey can be found by accessing the WFF website. Click on your grant year's "Data and Reporting Tools" and go to the "Update Survey for WFF Grantees". Click [here](#) to access our website and start entering your annual reassessment data.

Who do I call if I have questions?

Kelly Smith is available for questions regarding the Client Annual Reassessment and Survey Monkey surveys. Email Kelly.Smith@BuildingChanges.org, or call her at (206) 322-9444 x 11.

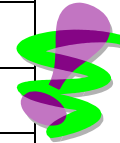
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Reporting Requirements – Mark Your Calendar

Client 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 surveys are available online at http://www.aidshousing.org/newsletter2210/newsletter_show.htm?doc_id=327085

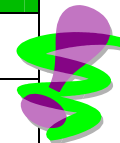
Data Collection Survey Due Dates	
Event	Due Date(s)
Initial Intake into WFF Program	Within 60 days of Program Entry
* Annual Reassessment	* September 30, 2008
Exit Interview (<i>includes families that disappear</i>)	Within 30 days of Program Exit
Post-Exit Follow-up	7 months after Program Exit (<i>and every 6 months thereafter until family disappears</i>)



Quarterly Financial and Service Activities Reports due **July 18th**

Please make sure your project narrative, service report, and financial report are complete and turned into Emily on time. If you have questions or concerns, email Emily.Nolan@BuildingChanges.org or call her at (206) 322-9444 x 36.

Quarterly Report Due Dates	
Activity Period	Report Due Date
April – June 2008 activities	July 18, 2008
July – Sept 2008 activities	Oct 17, 2008
Oct – Dec 2008 activities	Jan 16, 2009
Jan – Mar 2009 activities	April 17, 2009



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Technical Assistance Tip – Using Your Online Resources

Dispute Resolution Center

The Dispute Resolution Center (DRC) is a non-profit community mediation center that helps people and organizations in King County to resolve conflict peacefully. By providing free and low cost mediation services, conflict resolution trainings, volunteer opportunities, and education presentations, DRC volunteers help thousands of people every year resolve issues including: land-lord tenant disputes, small claims court, family and interpersonal conflicts, and employer-employee conflicts. DRC has an extensive collection of online publications, such as "How to Resolve Conflict" and "What is Mediation?" Online resources also include links to state-wide conflict resolution centers like the [National Association for Community Mediation](http://www.nacm.org) and [Washington Mediation Association](http://www.washingtonmediation.org). Check out the website at www.kcdrc.org/links/.

Homelessness Resource Center

The [Homelessness Resource Center](#) (HRC) is an interactive community of providers, consumers, policymakers, researchers, and public agencies at federal, state, and local levels. HRC shares state-of-the art knowledge and promising practices to prevent and end homelessness, with the goal of improving the lives of people affected by homelessness who have mental health conditions, substance use issues, and histories of trauma. The website has information about employment, mental health, advocacy and policy, motivational interviewing, and much more. For more information, visit the [Homeless Resource Center](#) website.

Corporation for Supportive Housing

The [Corporation for Supportive Housing](#) (CSH) is a national nonprofit organization and [Community Development Financial Institution](#) that helps communities create permanent housing with services to prevent and end homelessness. Founded in 1991, CSH advances its mission by providing advocacy, expertise, leadership, and financial resources to make it easier to create and operate supportive housing. The CSH website has many online resources, including toolkits for operating and developing supportive housing and ending long-term homelessness. Click [here](#) to access the online resources page.

The CSH website also has an [online resource library](#) that allows you to access resources by population, housing operations, housing development, service planning, services operations, and more. The [CSH publication page](#) also has many interesting resources for further research and information gathering.

Housing and Urban Development Employment Audio Lecture Series

This audio lecture series is intended to help homeless housing and services providers and employment assistance agencies develop effective strategies and practices in addressing the employment needs of homeless people. To listen to the audio lecture visit the HUD website at www.hudhre.info/index.cfm?do=viewEmpAudioLectures.

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Upcoming Events in 2008

National Alliance to End Homelessness - July 28th - 30th

The [National Alliance to End Homelessness](#) is a nonpartisan, mission-driven organization committed to preventing and ending homelessness in the United States. The 2008 [National Conference on Ending Homelessness](#) will be held on July 28th -30th, 2008 in Washington, DC. For more information, visit the [conference website](#).

Community Resource Exchange – September 12th

In November 2007, more than 400 volunteers and service providers connected 1,000 homeless people to vital services at the first Community Resource Exchange. United Way brings the community together once again on September 12th at the [Qwest Field Plaza](#) to help link homeless individuals and families to immediate services such as health services, haircuts, voicemail accounts, legal assistance, and access to public benefits. Find out how to become involved; visit the [Community Resource Exchange](#) website or email cre@uwkc.org for more information.

Housing Washington Conference - September 15th - 16th

Come hear the best regional and national presenters on affordable housing forge “Progressive Partnerships – Sustain Solutions” at the 2008 Housing Washington Conference. The conference will be held at the Greater Tacoma Convention & Trade Center. Registration and program details will be available this summer. For more information on the program and guest speakers, visit the Housing Washington website at [Housing Washington 2008](#).

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Don't forget, WFF grantees can request to use scholarship funds to attend events and trainings. Click [here](#) to access the application.

Contact Us

Emily Nolan, Washington Families Fund Manager

Emily.Nolan@BuildingChanges.org

(206) 322-9444 x 36

Contact Emily with questions about contracts, RFPs, quarterly reports, monitoring, changes to your program, and client reporting.

Kelly Zelenka, Manager of Training and Technical Assistance

Kelly.Zelenka@BuildingChanges.org

(206) 322-9444 x 26

Contact Kelly Zelenka to help identify your training and TA needs and getting staff connected with resources, information, and one-on-one assistance with program operating and management needs specific to WFF or related to supportive housing programs within your agency.

Kelly Smith, Program Coordinator

Kelly.Smith@BuildingChanges.org

(206) 322-9444 x 11

Contact Kelly Smith with technical questions related to entering client data in SurveyMonkey, submitting scholarship applications and registering for any WFF-coordinated training, and to provide suggestions for quarterly E-Newsletter content, including your program highlights.

Daniel Johnson, Technical Advisor

Dan.Johnson@BuildingChanges.org

(206) 322-9444 x 23

Contact Dan to help identify your training and TA needs and getting staff connected with resources, information and one-on-one assistance with program operating and management needs specific to WFF or related to supportive housing programs within your agency.

Ranita Jain, Performance Measurement Specialist

Ranita.Jain@BuildingChanges.org

(206) 322-9444 37

Contact Ranita for information about the WFF high-level services evaluation activities and related HMIS questions.

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AIDS Housing of Washington is now Building Changes. For information about our new name and expanded vision, please visit our interim website at www.BuildingChanges.org. Additional grantee resources are available on the Washington Families Fund homepage, www.aidshousing.org/wff.