

# Winter 2008 Edition of the WFF Grantee Newsletter

## In this edition, you'll find:

- [WFF Announces 2007 Funding Awards!](#)
  - [Moderate Level Grant Recipients](#)
  - [High Level Grant Recipients](#)
- [Technical Assistance Resources and Tips](#)
  - [Employment Resource: CARES of Washington](#)
  - [Technical Assistance Tips](#)
- [Training Opportunities for Grantees](#)
  - [Training for New 2007 Grantees](#)
  - [WFF Develops Training Plan for 2008](#)
- [Past Event Highlights](#)
  - [Community Resource Exchange](#)
- [Upcoming Events](#)
  - [Annual Point in Time Count](#)
  - [Housing and Homelessness Advocacy Day](#)
- [Reporting](#)
  - [Quarterly Reports](#)
  - [Client Data Collection Surveys](#)
- [TA Staff](#)



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](#).

## WFF Announces 2007 Funding Awards!

On January 16th, Washington Families Fund honored 14 new grantees and announced awards totaling more than \$5.5 million in its third round of statewide grants to expand service-enriched affordable housing for homeless families. The awards ceremony was held at Hopelink (see Moderate Level Grant Recipients), a new grantee in Redmond, WA. Those in attendance included homeless families, housing and homelessness advocates, lawmakers, steering committee members, community members, and staff of the Washington Families Fund. The event was a success and we look forward to working with the new grant recipients in the coming years.

For more detailed information on the awards announcement, visit our website at <http://www.aidshousing.org/wff>.

## Moderate Level Grant Recipients

In the Moderate-Level services model, WFF awards grants of up to \$3,500 per unit, per year, for 10 years. Through an annual competitive application process, funds are awarded to agencies throughout the state to support the services that are linked to affordable housing for homeless families. As in prior years, WFF funds a maximum of one-third of the total support services cost incurred in serving WFF families.

### **Church Council of Greater Seattle**

Project Name & Location: Home Step, King County  
Projected number of families served over ten years: 84

### **Consejo Counseling and Referral Service**

Project Name & Location: Villa Esperanza, King County  
Projected number of families served over ten years: 102

### **Housing Hope**

Project Name & Location: Hope Village II, Snohomish County  
Projected number of families served over ten years: 110

### **Housing Hope**

Project Name & Location: Maple Leaf, Snohomish County  
Projected number of families served over ten years: 120

### **Hopelink**

Project Name & Location: Avondale Park, King County  
Projected number of families served over ten years: 342

### **Intercommunity Mercy Housing**

Project Name & Location: Evergreen Vista II, Thurston County  
Projected number of families served over ten years: 140

### **Pierce County Housing Authority**

Project Name & Location: Family Permanency Project, Pierce County  
Projected number of families served over ten years: 500

### **Skagit County Community Action**

Project Name & Location: Skagit Family Housing Initiative, Skagit County  
Projected number of families served over ten years: 50

### **Yakima County Department of Community Services**

Project Name & Location: FIESTAS, Yakima County  
Projected number of families served over ten years: 79

## **High Level Grant Recipients**

The High-Level services model focuses on permanent supportive housing with intensive wrap-around services available to families experiencing multiple barriers and co-occurring disorders. Agencies provide a staffing level that has a lower client-to-case manager ratio in order to ensure the level of support the families need. Awards are made for up to \$7,500 per unit, per year, for five years.

### **Community Services Northwest**

Project Name & Location: Family Housing Northwest, Clark County  
Projected number of families served over five years: 20

### **Serenity House**

Project Name & Location: Cornerstone, Clallam County  
Projected number of families served over five years: 10

### **Sound Mental Health**

Project Name & Location: Project Homestead, King County  
Projected number of families served over five years: 30

### **Volunteers of America**

Project Name & Location: Housing First-Sky Valley, Snohomish County  
Projected number of families served over five years: 10

### **Women's Resource Center of North Central Washington**

Project Name & Location: Strong Families HSL, Chelan/Douglas County  
Projected number of families served over five years: 14

[Back to the top](#)

## Technical Assistance Resources and Tips

We are committed to providing you with useful resources that will help you better manage your program, provide better services to your clients, and stay in touch with helpful resources that are available in your community.

*If you have any ideas that you would like other grantees to know about, or you would like to see something profiled in the newsletter, please [email Kelly Zelenka at Kelly.Zelenka@BuildingChanges.org](mailto:Kelly.Zelenka@BuildingChanges.org).*

### **Employment Resource: CARES of Washington**

The [Center For Administering Rehabilitation and Employment Services \(CARES\) of Washington](#) specializes in providing long-term specialized care for clients to achieve their full employment potential. Every year, CARES assists hundreds of clients to locate and secure employment by providing assessment of abilities and occupational interests, job readiness training, job development, and employment placement and retention services. CARES operates in the Puget Sound region and has offices located in King, Pierce, and Kitsap Counties, as well as the [Renton WorkSource](#). CARES staff work to create a network of support which helps people achieve their employment goals. Clients benefit from increased self-sufficiency and improved quality of life.

*For more information on CARES of Washington visit <http://www.caresofwa.org>.*

### **Technical Assistance Tips**

When filling out client surveys in SurveyMonkey, please ensure that the client birth dates are congruent with the individual HMIS numbers. For example, when the HMIS number is KJS01261979, the birth date entered into the survey should be 01261979.

If you are serving clients that have experienced domestic violence and are generating a substitute eight-digit birth date to protect confidentiality, please use the same substitute birth date for both the HMIS number and SurveyMonkey birth date.

*For more information on generating HMIS numbers go to [the Summer 2007 edition of the eNewsletter](#) and see the TA Tip "Data Collection Surveys".*

[Back to the top](#)

## Training Opportunities for Grantees

### Training for New 2007 Grantees

On February 6th, 2008, WFF will host an all-day training for new 2007 grant recipients. The training will cover evaluation, surveys and quarterly reporting, contracting and monitoring, and technical assistance. This will also give new WFF grantees an opportunity to meet each other and hopefully develop relationships for information sharing.

### WFF Develops Training Plan for 2008

The WFF team is developing the 2008 training calendar based on input we've received from you. Our goal is to provide consistent quarterly training opportunities throughout the state in 2008. Some of the trainings we're working on: working with multiply diagnosed populations; "Social Security Benefits 101" and the impacts of employment on benefits; connecting homeless job seekers to employment opportunities; working with children who have experienced trauma; grant writing; Motivational Interviewing; providing effective supervision; Fair Housing and ADA; Immigration Law and Housing.

In order to help ensure efficient use of limited TA funds and equal access by all WFF-funded grantees and partner agencies, we will begin implementation of a new training funds application process in 2008. Each lead grantee and their partner agencies will be able to access a defined amount of money through WFF that they can request for their training and continuing education needs and those of their partner agencies. The application will be a simple one-page form that can be submitted via email, fax, or mail.

The funds may be used for WFF coordinated events, trainings, and conferences that WFF notifies grantees about, or an independent training opportunity you have identified that fits with your WFF-related mission. Emphasis should be given to using funds for staff having most direct work with WFF families, and the WFF program managers, although any position may be eligible. The amount of training funds that will be made available is not intended to cover the full cost of WFF staff continuing education needs, but rather be one contributing source of funds. Lead agencies and their partners should plan together how to best use the funds. We will continue to seek out and offer free training opportunities whenever possible.

*We will provide more information as we develop the process. Look for a training calendar coming your way soon.*

[Back to the top](#)

## Past Event Highlights

### United Way of King County Community Resource Exchange

Over 400 volunteers and service providers came together to provide much-needed services to

more than 1000 homeless individuals and families. The [United Way of King County's Community Resource Exchange](#) offered flu shots, ID cards, hair cuts, free long-distance phone calls and voicemail account set-up, blankets and other basic essentials. Participants were also offered connections to other services such as referrals to counseling, legal assistance, employment training, housing and ESL classes.

United Way held this event in recognition of [National Hunger and Homelessness Awareness Week](#) as well as in support of the [Ten-Year-Plan to End Homelessness in King County](#).

*To find out more information on United Way's Community Resource Exchange, visit <http://www.uwkc.org/newsevents/events/cre/default.asp>.*

[Back to the top](#)

## Upcoming Events

### **Annual Point in Time Count: January 25th**

Very early in the morning on January 25th, hundreds of volunteers will be walking through local parks, streets, and shelters counting people who have no permanent residence. The [Homelessness Housing and Assistance Act](#) requires an annual count of homeless people in Washington State. However, the One Night Count also seeks to document the nature and extent of homelessness in order to build public engagement around the issue so that people will advocate to end the crisis of homelessness.

*For more information on the 2008 Point in Time Count, visit <http://www.cted.wa.gov/site/1064/default.aspx>.*

*If you want to participate in your county's Point in Time Count, visit <http://www.endhomelessnesswa.org/WSCH/Local%20Coalitions/localcoalitions.html> and click on your county to find your local team representative.*

### **Housing and Homelessness Advocacy Day: February 14th**

Housing Advocacy day is a great opportunity for housing advocates to come together in Olympia and encourage legislators to make housing and homelessness a priority. The [Washington State Coalition for the Homeless](#), the [Washington Low Income Housing Alliance](#), the [Committee to End Homelessness in King County](#), and the [Housing Development Consortium of Seattle and King County](#) are sponsoring the day's activities. Advocates will be briefed on the agenda; registration begins at 8:30 AM.

*If you would like to attend, please register online at <https://www.regonline.com/builder/site/Default.aspx?eventid=171748>.*

[Back to the top](#)

## 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 January 19th



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

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

### Quarterly Financial and Services Activities Report

Activity Period	Report Due Date
<b>Oct - Dec 2007 activities</b>	<b>January 19, 2008</b>
Jan - Mar 2008 activities	April 18, 2008
Apr - Jun 2008 activities	July 18, 2007
Jul - Sep 2008 activities	October 17, 2008

## 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 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, 2008</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>

[Back to the top](#)

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.Nolan@BuildingChanges.org](mailto:Emily.Nolan@BuildingChanges.org) or [email Kelly Zelenka at Kelly.Zelenka@BuildingChanges.org](mailto:Kelly.Zelenka@BuildingChanges.org), and let us know what you need!

*AIDS Housing of Washington is now Building Changes.*

*For information about our new name and expanded vision, please visit our interim website at <http://www.buildingchanges.org>.*

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