



**City of Kent
Housing & Human Services
220 4th Ave S
Kent, WA 98032**

Merina Hanson, Human Services Manager
(253) 856-5070 or mhanson@kentwa.gov
Lori Guilfoyle, Senior Human Services Coordinator
(253) 856-5070 or lguilfoyle@kentwa.gov

YEARS COVERED BY THIS APPLICATION PROCESS

Calendar years 2023 and 2024. Human Services funding (both City General Fund and Community Development Block Grant) is allocated on a biennial basis and programs funded for 2023 will be renewed for 2024 contingent on continued availability of funding and program performance.

APPROXIMATE FUNDING AVAILABLE

In 2021-2022 Kent allocated approximately \$1,200,000 per year. The City does not anticipate a significant increase in available General Fund dollars for 2023-2024. Please note that you do not need to specify whether you are applying for General Fund or CDBG dollars. All applications are reviewed through the same process and City staff and the Human Services Commission determine the most appropriate funding source.

APPLICATION ASSISTANCE

The Human Services Commission is excited to welcome new applicants to the process. If this is the first time that you are applying, we strongly recommend reaching out to City of Kent's staff to discuss your proposal as soon as possible. Staff are available and happy to help with any questions related to the City's process and/or answer questions you may have about the content of the application. Application assistance will be available until 4 p.m. on April 25, 2022. Please direct requests to Humanservices@kentwa.gov or call Lori at (253) 856-5061.

Staff will be available the following days/times for drop-in sessions for Technical Assistance. All sessions will be held remotely and accessed by following this [link](#)

- March 22nd between 2 - 4
- March 30th between 9 – 11
- April 4th between 11-1
- April 13th between 9 – 11
- April 18th between 10 – noon
- April 25th between 2 - 4

Additionally, the Cities of Auburn, Federal Way, and Kent will cohost a session on Community Development Block Grant (CDBG) funding as federal funding has different requirements. These funds require additional record keeping, financial tracking, and reporting processes. If you are interested in being considered to receive federal funds, please plan to attend the "CDBG Contract Requirements" TA session on March 28th.

- March 28, 9 a.m. – 11 a.m. ***CDBG specific session; if willing to accept CDBG funds, this is highly encouraged, but optional.** To join this session, please follow this [link](#) or dial in using your phone by calling 888-475-4499 and using Meeting ID: 872 1357 8249 and Passcode: 157405.

FUNDING PRIORITIES AND GOALS

In general, the City of Kent recognizes the need to support programs that meet broad continuum of human service needs and welcomes applications from agencies that provide such services to Kent residents. Those programs best able to demonstrate solid outcomes for participants will be viewed most favorably. More information can be found on the City of Kent Human Services Webpage - <https://www.kentwa.gov/departments/kent-parks/human-services/grants-and-funding>

The City of Kent Human Services Commission is committed to promoting an equitable, diverse, and inclusive community that is focused on ensuring that all residents can fully and effectively access services and feel a sense of safety and belonging. We seek to support community-led and community-informed organizations that are reflective of and embedded in the communities they serve across all aspects of their leadership and service. We further seek to support organizations that recognize and address the disparities that exist in our communities, particularly agencies that serve individuals that identify as Black, Indigenous and People of Color, immigrants, refugees, and sexual and gender minorities.

In order to be considered for funding, agencies must meet one of the priority and goal areas:

Priority - A Good Start

Goal 1 – Children are healthy and ready to start school.

Goal 2 - Youth are healthy, successful in school, and have positive attachment to community.

Priority – Healthy Aging

Goal 1 - Older adults thrive in the community as they age.

Priority – Enhanced Individual and Community Well-Being

Goal 1- Community members are safe, welcomed and included in social, civic and economic life.

Goal 2 – Individuals and families have the opportunity to consistently meet their basic needs.

Goal 3 – Residents have opportunities to improve their economic condition, build assets, and improve their long-term security.

Goal 4 – Residents can access culturally relevant resources to achieve quality physical and mental well-being.

Priority – Pathway to Stable Housing

Goal 1 - Homelessness prevention and housing assistance services are tailored to individual's unique needs and strengths to help them achieve and maintain stable housing.

APPLICATION REVIEW PROCESS

Applications will be reviewed by the Kent Human Services Commission, a volunteer board appointed by the Mayor and approved by the City Council. Commission recommendations are expected by July with consideration by City Council planned for November. Final allocation amounts will be approved and adopted as part of the overall City budget. City of Kent staff will notify agencies of final allocations following City Council approval, which is expected by late

November. Awarded funds will be available January 1, 2023, which is the start of the fiscal and program year.

FUNDING CRITERIA

In order to be eligible for City of Kent funding, agencies must be able to:

1. Meet minimum insurance requirements.
2. Be willing and able to accept reimbursement for funds.
3. Regularly track and submit required reports regarding services and demographics.
4. Be current with Federal and State licensing requirements, including current 501(c)3 status.
5. Provide the Agency's non-discrimination policy for employment and program participants.

ADDITIONAL INFORMATION

Late applications will NOT be accepted.