

27741 - Catholic Community Services - Volunteer Services

Application Details

Funding Opportunity: 27548-2025-2027 Consolidated Grant Program - Operating
Funding Opportunity Due Date: Sep 17, 2024 3:01 PM
Program Area: Consolidated Grant Program
Status: Submitted
Stage: Final Application

Initial Submit Date: Sep 17, 2024 12:47 PM
Initially Submitted By: Kate Rempfer
Last Submit Date:
Last Submitted By:

Contact Information

Primary Contact Information

Name: Salutation Kate Lee Rempfer
First Name Middle Name Last Name

Title: Grants Manager

Email*: kater@ccsww.org

Address*: 100 23rd Ave N

Seattle Washington 98144-2302
City State/Province Postal Code/Zip

Phone*: (206) 737-9249 Ext.
Phone
####

Fax: ### ### ####

Organization Information

Legal Name*: Catholic Community Services of Western Washington - King County

DBA Name*: Catholic Community Services of King County

Organization Type*: Non Profit

Unique Entity Identifier (UEI): UGEEK4U1JPN1

Organization Website: (Please enter http://... for this field)

Physical Address*: 100 23rd Ave. S

Seattle Washington 98144-2302
City State/Province Postal Code/Zip

Mailing Address*: 100 23rd Ave. S

Seattle Washington 98144-2302
City State/Province Postal Code/Zip

Remit to Address*: 100 23rd Ave. S

Seattle Washington 98144-2302
City State/Province Postal Code/Zip

Phone*: (206) 328-6853 Ext.
#####

Fax: ### ### #####

Fiscal Year End June

Last day of*:

Indirect Cost Rate: 0.00%

IDR Expiration Date:

Organization Contact Information

Organization Contact Information

Organization Director

Name*: Bill Hallerman
First Name Last Name
Agency Director BillHall@ccsw.org
Title Email Address

Applicant Contact

Name*: Kate Rempfer
First Name Last Name
Grants Manager ccskcgrants@ccsw.org
Title Email Address

Project Contact

Name: Griffin Cole
First Name Last Name
Program Manager GriffinC@ccsw.org
Title Email Address

Summary of Project Information

Summary of Project Information

NOTE:

OPERATING- General operating assistance: Select this option if your organization is a transit agency and you are submitting an application for only one operating project that includes all of the transportation services your organization provides (maximum grant request of \$ 1.5 million).

OPERATING- Operating assistance for a specific service: Select this option if your organization is submitting an application for specific services you provide.

Operating Type*: Operating assistance for a specific service

Refer to the glossary in the [Consolidated Grant Guidebook](#) for service-type definitions.

Service Type*: Demand-response, Volunteer Driver Program

Need for Service*: Sustain existing service

Checking yes to federal funds means that your organization is willing and able to comply with the associated federal requirements such as federal drug and alcohol testing procedures or Title VI activities and disadvantaged business enterprise (DBE). For an example of last biennium's federal requirements see the [Consolidated Grant Guidebook](#).

Willing to Accept FTA funds for the biennium?* Yes

Select all of the Congressional District(s), Legislative District(s), and County(ies) the project will serve (include entire project area).
[Congressional & Legislative District map](#)

Congressional District(s)*: 1,7,8,9
Legislative District(s)*: 01,05,11,12,30,31,32,33,34,36,37,41,43,45,46,47,48
County(ies)*: King

Scope of Work

Scope of Work

Select the [Regional Transportation Planning Organization / Metropolitan Planning Organization \(RTPO/MPO\)](#) that will be ranking this project from the drop-down menu.

RTPO/MPO*: Puget Sound Regional Council

Project Description

Provide a brief, high-level description of what your project proposes to do (address who, what, when, and where). This may be used to describe your project to the Legislature.

Proposed scope/description of the work*:

Volunteer Services (VS) provides low-income older adults and adults with disabilities in rural and urban areas of King County with free transportation using volunteers. Services are offered to those who do not qualify for state-paid chore programs. Drivers tailor services to client needs, including door-through-door service and multiple stops.

Project Need

Why is this project needed, and how does this proposal address the need?

Include a description of the transportation problem that matches the need expressed in the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP), how the problem was identified, and how the proposed project will address the problem.

Need*:

The number of King County older adults has increased by 34% since 2011 and is projected to grow by 85% between 2020 and 2050. This increase will require coordinated transportation services that are reliable, affordable, and accessible for special needs populations. Most VS participants report having few or no family or friends who visit or provide support, and VS is often their last resort. VS recipients often report that without the assistance of their volunteers, they would be forced to cancel medical appointments (PSRC Mobility Need #4). Additionally, recipients have reported to VS that they benefit from VS? door-through-door transportation as many are unable to walk to, or stand and wait for fixed-route transit due to health and mobility issues (PSRC Mobility Need #2). In June of 2024, the average income for a VS recipient was \$1,296, making ride-hail services such as taxi, Uber, and Lyft unaffordable for regular use. In rural areas like Maple Valley, Metro Access does not go to some residents' location, as residents are more than ¼ of a mile from the nearest bus stop, which is paratransit standard for Metro Access (PSRC Mobility Need #2). Other transportation services are limited to only healthcare appointments, so VS recipients benefit from drivers who can help them to run errands and engage in social visits (PSRC Mobility Need #2). VS allows older adults and adults with disabilities living on fixed incomes to age in place for as long as safely possible.

Area Served

Is this project primarily serving a rural area?* No
Any service that supports public transportation in rural areas with populations less than 50,000.

Is this project primarily serving the Seattle, Tacoma, Everett urbanized area?: Yes

Special Needs Transportation

To be eligible for funding for special needs transportation, applicants must address how their project advances the efficiency in, accessibility to, or coordination of transportation services provided to persons with special transportation needs, defined in [RCW 81.66.010\(3\)](#)

Advance efficiencies in, accessibility to, or coordination of special needs transportation*: Yes

Describe how your project advances these areas, and how you are going about developing these advancements. Additionally, identify the special needs population(s) to be served by this project.

Special Needs Transportation:

VS volunteer drivers provide door-through-door service to low-income older adults and adults with disabilities. All clients we serve have disabilities. With volunteer drivers available at all times of the day and week, rides can be filled in the mornings, midday, evenings, and on weekends, in

contrast to fixed route transportation options. Rides are provided throughout King County and can cross county lines, which is rarely an option among other transportation programs. A client's specific accommodations can be met by the diverse pool of volunteer drivers. Drivers are trained to provide accommodations such as carrying groceries into the homes, offering seat belt extensions, providing step stools, and parking appropriately to the street curb to eliminate strenuous movements to get out of a car.

VS utilizes volunteer drivers to provide cost-efficient transportation. In FY 2024 the average cost of a trip was estimated at \$39.35, compared to the actual cost of a King County Metro Access ride of \$65 (kingcounty.gov). The cost of service per trip is based on the total expenses for the volunteer transportation program (\$48,087.21) and total trips (1,222). VS is able to keep costs low because volunteers donate their time, and many volunteers choose not to claim mileage reimbursements. WSDOT funds are leveraged with city funds and donations to serve the most people.

Project Staff

Provide the names and experience of the key staff who will be working on this project, including their experience managing projects similar to the proposed project.

Project Staff:

Volunteer Services has a staff with a combined service of more than 40 years with the program. Hollianne Monson, Balance of State Director, oversees the program and has more than eight years of service with the program. Griffin Cole, Program Manager for this contract and in addition to contracts through DSHS, King County cities, and ADS. He has nine years of service in the program and directs the four region Program Coordinators, transportation coordinator, and bilingual intake coordinator.

Catholic Community Services of Western Washington (CCSWW) d/b/a Catholic Community Services of King County (CCSKC) has several decades of experience managing and accounting for public funds. The CCSKC accounting and finance department provides both experienced and stable accounting staff to support over 30 agency programs, including Volunteer Services. The Regional Finance Director, Laura Peaslee, has been with the organization for 3 years. For the fiscal year ending June 30, 2024, CCSKC accounted for and complied with the very diverse funding requirements from 100 government contracts, totaling \$69,000,000. Contract sizes ranged from \$2,500 to \$25,000,000. We contract with Federal direct and sub recipient, Washington State, King Co, Seattle and the smaller King County municipalities. Accounting staff monitor the financial requirements of these contracts in close communication with the program managers.

Relationship to Other Projects

Relationship to Other Projects

Is this project dependent on any other projects submitted by your organization?*: No

Did you, or will you, apply for this project in another grant program this biennium?*: No

Have you applied for the same project in a prior biennium and did not receive funding?*: No

Are you applying for other projects within this funding opportunity?*: No

Planning and Coordination

Coordinated Public Transit - Human Services Transportation Plan

Coordinated Public Transit - Human Services Transportation Plan	Element	Page number(s) or TBD	How is the need in the CPT-HSTP met by this project?
Puget Sound Regional Council	Strategies and activities identified to address gaps	40	Strategy 2.2: Expand service. Expand service levels to provide regular transit and specialized transportation services at times they are needed, especially within equity focus areas. To meet this growing need, VS currently fills ride requests from transportation participants seven days a week and at all times during the day and evening. VS can go across county boundaries while other transportation services are often bound by route, city, or county boundaries.

Puget Sound Regional Council	Strategies and activities identified to address gaps	42	Strategy 4.1: Strengthen and coordinate partnerships between healthcare and transportation providers, especially within equity focus areas, to better understand and address patients' unmet transportation needs and ensure that patients understand their transportation options. VS has established relationships with healthcare facilities case workers such as at Evergreen Hospital, Kirkland. and collaborates with other members of the King County Mobility Coalition Access to Healthcare subcommittees.
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Project Coordination

Describe coordination efforts. Include details such as:

- o Inclusion in regional plans.
- o What prioritized strategies are being addressed?
- o Who was involved in defining the problem?
- o Other alternatives that were/are being considered for solving the problem.
- o Demonstrations of local/regional coordination for implementing the proposed project.

Coordination Efforts*:

VS addresses two needs/gaps through two high priority strategies listed in the PSRC 2022 Regional Transportation Plan. The first need/gap VS addresses is Mobility Need #2: providing more transportation services at times when they are needed. The number of older adults in the region is projected to grow by 85% between 2020 and 2050 (PSRC RTP, p. 12). To meet this growing need, VS currently fills ride requests from transportation participants seven days a week and at all times during the day and evening. VS provides transportation throughout King County and can go across county boundaries while other transportation services are often bound by route, city, or county boundaries.

The second needs/gaps addressed is Mobility Need #4: better access to health and wellness destinations including medical facilities, pharmacies, and grocery stores through Strategy 4.1: Strengthen and coordinate partnerships between healthcare and transportation providers, especially within equity focus areas, to better understand and address patients' unmet transportation needs and ensure that patients understand their transportation options (p. 42).

VS has established relationships with healthcare facilities? case workers such as at Evergreen Hospital in Kirkland and collaborates with other members of the King County Mobility Coalition Access to Healthcare subcommittee. VS also intentionally coordinates with other transportation programs: VS is listed in Find A Ride with Hopelink, coordinates with Sound Generations when transportation participants do not meet the requirements of their program, and receives referrals from other organizations such as Snoqualmie Valley Transit for transportation that goes outside their coverage area. VS transportation is available for medical appointments and grocery store visits. The program provides clients not eligible for other programs such as Access or Medicaid transportation to keep appointments and receive foodstuffs to help remain healthy.

By checking this box, you acknowledge that you coordinated or will coordinate this project with the planning organization(s) within the region(s) this project serves.*: Yes

How does your project connect to, coordinate with, leverage, or enhance other modes of transportation in your service area (i.e., aviation, intercity bus or rail, park and rides, bicycle/pedestrian)?

Include in your response how the multimodal partnerships for this project will improve or enhance access to social services.

What efficiencies will be gained within the service area as a result of this project?

Multimodal Partnerships*:

Volunteer Services focuses on providing transportation to individuals who do not qualify for Medicaid non-emergency transportation and are not able to use fixed-route transit including the bus system or Access. VS collaborates with organizations such as Sound Generations Volunteer Transportation, Hyde Shuttle, and King County Mobility Coalition to share resources and referrals. This collaboration provides older adults and those with disabilities an alternative transportation option that supports the need for better access to health and wellness destinations. An increase in the volunteer driver pool and continued interaction with organizations throughout King County will increase and better serve the transportation needs of older adults and those with disabilities.

Does this project have a planning or operating service area that crosses RTPO planning boundaries? *: No

Budget

Duration of Project

Planning projects can only choose *Two Years*.

Duration of Project*: Four Years

Expenses

		** July 1, 2023 - June 30, 2024 (Actual)	** July 1, 2024 - June 30, 2025 (Budgeted)	July 1, 2023 - June 30, 2025 (Total of Actual and Budgeted)	July 1, 2025 - June 30, 2027 (Projected)	Variance Between Biennia	** July 1, 2027 - June 30, 2029 (Projected)	Variance Between Biennia
Expenses	If Other, Please List							
Labor & Benefits		\$57,850.00	\$47,905.00	\$105,755.00	\$111,043.00	5.00%	\$116,595.00	5.00%
Other	Professional Services: Ridescheduler	\$2,028.00	\$2,028.00	\$4,056.00	\$4,137.00	2.00%	\$4,220.00	2.01%
Other	volunteer costs	\$369.00	\$1,396.00	\$1,765.00	\$1,800.00	1.98%	\$1,836.00	2.00%
Other	matching funds	\$48,970.00	\$13,000.00	\$61,970.00	\$13,000.00	-79.02%	\$13,000.00	0.00%
Other	in kind volunteer hours	\$48,087.00	\$39,298.00	\$87,385.00	\$148,302.00	69.71%	\$155,736.00	5.01%
		\$157,304.00	\$103,627.00	\$260,931.00	\$278,282.00		\$291,387.00	

Sources of Match

		** July 1, 2023 - June 30, 2024 (Actual)	** July 1, 2024 - June 30, 2025 (Budgeted)	July 1, 2023 - June 30, 2025 (Total of Actual and Budgeted)	July 1, 2025 - June 30, 2027 (Projected)	** July 1, 2027 - June 30, 2029 (Projected)
Match Source	If Other, Please List					
Local: Contract Revenue		\$48,970.00	\$13,000.00	\$61,970.00	\$13,000.00	\$13,000.00
Local: In-Kind		\$48,087.00	\$39,298.00	\$87,385.00	\$148,302.00	\$155,736.00
		\$97,057.00	\$52,298.00	\$149,355.00	\$161,302.00	\$168,736.00

Fares and Ride Donations

	** July 1, 2023 - June 30, 2024 (Actual)	** July 1, 2024 - June 30, 2025 (Budgeted)	July 1, 2023 - June 30, 2025 (Total of Actual and Budgeted)	July 1, 2025 - June 30, 2027 (Projected)	** July 1, 2027 - June 30, 2029 (Projected)
Fares and ride donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Summary for July 1, 2025 - June 30, 2027

25-27 Requested Amount: \$116,980.00
 25-27 Match Amount: \$161,302.00

Summary for July 1, 2027 - June 30, 2029

27-29 Requested Amount: \$122,651.00
 27-29 Match Amount: \$168,736.00

Variances

Variance between 2023-2025 and 2025-2027: 6.65%
 Variance between 2025-2027 and 2027-2029: 4.71%

Variances:

In the first biennium matching funds are lower due to the later application cycle of King County cities, with awards due this fall. The in-kind volunteer hour projections are higher due to the use of the total projected hours from the service level section, resulting in higher in-kind projection. The variance between 2025-2027 and 2027-2029 reflects cost of living calculations for labor and benefits (2.5%/year), a rise in volunteer costs and professional services, and increased volunteer hours.

Other Sources

Other Sources*:

The program successfully used matching funds from King County cities and volunteer hours for the in-kind match during past grant cycles. VS receives funding from nine King County cities. In 2023, VS was approved to receive \$ 86,950 from these sources. A request total of \$126,000 accounting for cost-of-living increases has been submitted to ten cities for the upcoming 2025 calendar year. Recommendations and final approval by the cities will be made over the next three months during their budget hearings. To date, one award recommendation has been received and VS anticipates final approval from all cities will equal the 2023 funding level of \$86,950. In addition to leveraging resources through grants and foundations, the program works to develop more in-kind resources through partnerships. VS engages in ongoing outreach and advocacy to increase community partnerships to better serve the transportation needs of special populations.

Budget development methodology

Budget development methodology *:

Volunteer Services is requesting a total of \$239,631 for the 2025-2029 contract, \$116,980 for 2025-2027, and \$122,651 for 2027-2029. The 5% increase for labor and benefits is based on an assumed 2.5% cost of living increase for each year that will cover the increases for staff salaries and benefits. \$8,357 is budgeted to meet "Other: Professional Service: RideScheduler," a volunteer software used to book rides. \$3,636 is budgeted to meet "Other: Volunteer Costs" which includes costs related to recruitment, retention, and training. Matching funds from the City of Kent included as "Other: Local Matches" for a total of \$26,000 for 2025-2027. \$13,000 is budgeted for a local match from the City of Kent in 2025-2026 and likely to continue for the 2027-2029 biennium. VS has a long history of receiving the local match from King County cities, making those matching funds for the 2027-2029 biennium likely. "Other: Volunteer In-Kind Hours" are included. 7,239 total projected hours will be used as an in-kind match for each biennium, resulting in an in-kind match of \$304,038.

DBE Goals

DBE Goals	Percentage	Efforts	No DBE
No	0.00%	VS does not typically have costs that would require utilizing contractors or suppliers. Catholic Community Services of King County always seek DBE vendors, consulting the OMMBE directory when programs have capitol expenses. If VS needed to contact a contractor or supplier, this list would be consulted.	

Summary

July 1, 2025 - June 30, 2027

Total Project :	\$278,282.00
Fares and Donations :	\$0.00
Requested Amount	\$116,980.00
This is the amount of grant funds your organization is requesting from July 1, 2025 - June 30, 2027	
:	

July 1, 2027 - June 30, 2029

Total Project :	\$291,387.00
Fares and Donations :	\$0.00
Requested Amount	\$122,651.00
This is the amount of grant funds your organization is requesting from July 1, 2027 - June 30, 2029	
:	
4-Year Total Requested Amount:	\$239,631.00

Indirect Costs

Indirect Costs

To charge indirect costs to a grant/project, your organization must have an approved indirect cost rate or cost allocation plan. Indirect costs must be included in the application budget.

If you plan to charge indirect costs, you must upload documentation of an approved indirect cost rate or cost allocation plan in the *Attachments* section.

Are you charging indirect costs to this grant/project? *: No

Service Level

Project Service Level Information

Project Specific Information	July 1, 2023 - June 30, 2024 (Actual)	July 1, 2024 - June 30, 2025 (Budgeted)	July 1, 2023 - June 30, 2025 (Total of Actual and Budgeted)	July 1, 2025 - June 30, 2027 (Projected)	Percent of Change	July 1, 2027 - June 30, 2029 (Projected)	Percent of Change
Revenue Vehicle Hours	0	0	0	0	0.00%	0	0.00%
Revenue Vehicle Miles	6540	4488	11028	11579	5.00%	12158	5.00%
<i>Passenger trips should be entered as whole numbers only.</i>							
Passenger Trips	1222	1280	2502	2627	5.00%	2758	4.99%
Volunteer Hours	1845	1508	3353	3531	5.31%	3708	5.01%

Project Service Level Description

Describe the methodology used to develop these estimates, including any assumptions used in their development. Identify data sources and monitoring processes.

How were service-level estimates developed?*

In FY2024, 37 VS volunteer drivers provided 1,845 hours of transportation assistance covering 6,540 miles to help 113 recipients accomplish essential errands such as medical appointments, banking, shopping, and trips to food banks in King County. 1,222 passenger trips were reported. VS transportation trips fell during COVID-19 due to restrictions and an overall decrease in volunteerism in King County, consistent with volunteering trends in Washington State and nationally (Seattle Times, 2023). VS staff, however, have observed renewed interest in formal volunteering in the last year, with more community members responding to recruitment efforts. Volunteer Services is currently utilizing capacity building funds provided through DSHS to evaluate outreach for volunteers and identify good strategies and best practices going forward. Volunteer Services is initiating some intensive advertising in FY25 that should assist in re-establishing a more robust volunteer pool. In the 2025-2027 biennium, VS projects the number of hours provided will increase by 5% as demand for services continues to rise as the effects of COVID-19 recedes further. The second biennium (2027-29) another 5% increase is expected as volunteering grows and demand for services continues to increase.

For demand-response or deviated fixed-route projects, summarize the intended outputs of this project in both qualitative (narrative) and quantitative (statistical) formats. There may be some projects where traditional performance measures (e.g., revenue vehicle hours/miles, passenger trips) do not apply. In those cases, quantifiable objectives can be used instead by submitting the following information: number of trainings or outreach, or number of passengers served, or other measurable outcomes produced by this project. Ensure there is a quantitative output, as these will be the baseline measurement for the following biennium's application. Qualitative measures are optional.

Intended Outputs:

VS collects service data to track the number of passenger trips, revenue vehicle miles, riders, volunteers, and volunteer hours of services provided as measures of its effectiveness. Volunteer drivers submit monthly reports of the riders they served along with the number of miles, trips, and hours. VS projects 1,508 hours, 4,488 miles, and 1,280 trips by the end of the current fiscal year. We anticipate an increase in the number of volunteers providing transportation and rising hours due to the current capacity building effort to assess recruitment outreach strategies and institute effective guidelines and strategies to build the volunteer pool. We project 3,533 hours, 11,579 miles, and 2,627 trips in the 2025-27 biennium and a continued increase in the 2027-29 biennium with 3,708 hours, 12,158 miles, and 2,758 trips. VS collects data on the age and income of passengers. VS projects that 100% of riders will be below median income, with at least 90% of those categorized as 0%-30% AMI.

How will your organization measure whether the project is successful? Describe the steps you will take to improve performance if your project does not meet the identified performance targets.

Project Success Measurement *:

Volunteers submit the number of volunteer hours provided, miles driven, number of trips, and how many riders they have driven to track and measure effectiveness. The Program Manager pulls data reports monthly and evaluates program performance at the conclusion of each month. He meets regularly with staff to set volunteer recruitment strategy and ensure that staff are providing sufficient support to the volunteer drivers. Retaining volunteer drivers, while recruiting new volunteers to build on the pool, is the primary focus to ensure the program can meet the demands for rides.

A standardized survey collects input from participants and evaluates the effectiveness and quality of services volunteers provide. In 2023, 98% reported an improvement in their attitude and mental health, 91% said VS has been helpful in enabling them to continue living independently in their own homes, and 96% found with their volunteer's assistance, they feel less isolated and more connected to their community.

Milestones

Milestones

Activities	Date (mm/yy)
Project Start	07/25
Project Complete	06/29

Supplemental Information

Supplemental Information

Supplemental Information:

Vulnerable Populations in Overburdened Communities & Tribes

Vulnerable Populations in Overburdened Communities

Identify the type of direct and meaningful benefits to vulnerable populations your project provides using the descriptions above, if any. Explain how your project provides these benefits. Your response may include suggestions about how WSDOT should evaluate project(s) against Climate Commitment Act requirements in the future.

Vulnerable Populations in Overburdened Communities*:

VS recognizes the high cost of living for King County residents, particularly those living on fixed incomes. VS focuses on serving low-income individuals, VS does not have a strict financial eligibility, but rather serves those who do not qualify for state-paid chore services and cannot afford to pay for services. High medical or other basic living costs are also considered when determining eligibility. This holistic approach to eligibility grants free-of-cost transportation services to clients in need they otherwise would not be able to receive due to stringent eligibility criteria of other programs.

Catholic Community Services? African American Elders Program (AAEP) has identified that their program participants, who are older African Americans, face significant barriers finding suitable transportation to medical appointments and to access food. AAEP partners with VS to provide connections to leaders and groups in the African American community to recruit volunteers and identify clients in need of transportation services. The AAEP Program Manager provides the VS Program Manager with guidance on best practices for building relationships and trust in the African American community. The AAEP Program Manager also provides guidance to the VS Program Manager on ensuring culturally appropriate service delivery. AAEP refers clients in need of transportation services to VS, while VS trains volunteers to provide services in a culturally appropriate way. If these populations were engaged by you or your representatives in developing or maintaining the project, describe the outreach efforts and results.

Inclusive planning:

VS administers an annual survey, and the results are examined to identify changes to improve the program. Through participation in the King County Mobility Coalition, VS is connected with other service providers and community members, including co-chairs from King County Metro and those with mobility challenges regarding their best practices, key mobility needs, and incorporates improvements that are identified through those meetings; i.e. Puget Sound Regional Council Coordinated Mobility Plan. Furthermore, volunteers, clients, and program coordinators discuss the best ways to address client needs that can be unique or shared across the population.

Tribal Support

Is this project directly operated by a tribe?* No

Is your project serving and is it supported by a tribal nation in Washington? : No

Attachments

Tribal support correspondence/resolution:

Environmental Justice

Environmental Justice Assessment

Are you requesting \$15 million or more in WSDOT funds for your proposed project?*: No

Environmental Justice Assessment (EJA) Map

EJA Map:

Environmental Justice Assessment (EJA) Completion

Enter the names of other agencies or governments (including affected tribes) that are involved with the project and their role:

Have you begun or have you completed the EJA?:

Environmental Justice Assessment (EJA) Reporting

Did you report the results of EJA to WSDOT Public Transportation Division staff? :

Attachments

Attachments

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Required for all projects						
Copy of organization?s most recent audit report	✓	Audit of Catholic Community Services of Western Washington	Final Signed 2023 Financial Statements.pdf	pdf	1 MB	09/16/2024 10:24 AM
Population density map	✓	King County population density	snf2020-map-kingctypopdensity.pdf	pdf	564 KB	09/17/2024 12:04 PM
Service area map	✓	VS Service Area Map (King County)	VolunteerServicesKing_ServiceAreaMap.pdf	pdf	404 KB	09/17/2024 12:05 PM
Required for new non-profit applicants only						
501(c) IRS Letter of Determination (required for new non-profit applicants)						
WA Utilities & Transportation Commission (UTC) Certification (required for new non-profit applicants who are direct service providers)						
Conditionally required						
Indirect costs documentation (required if you are charging indirect costs to the project)						
In-kind match valuation proposal (required for operating & mobility management projects that are proposing to use in-kind as matching funds)		In Kind Match Valuation Proposal	InkindMatchValuationProposal.pdf	pdf	106 KB	09/17/2024 12:07 PM

Procurement policy (required for new applicants or current grantees without a current policy on file with WSDOT)

Optional attachments

Letters committing matching funds	City of Kent Human Services award amount. Have not heard back from all other cities' human services award amounts.	RE_2025-2026 City of Kent-Human Services Grant Application.pdf	pdf 152 KB	09/17/2024 12:25 PM
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Letter of concurrence (for projects that operate in multiple planning regions)

Letters of support (combine into one file attachment)	Hopelink VS support letter	CCS - Letter of Support Hopelink 2024.pdf	pdf 180 KB	09/17/2024 12:06 PM
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Supplemental information

Optional construction attachments

NEPA/SEPA assessment, if available

Supplemental construction project information (building or site designs, site plans, location exhibits, etc.), if available

Certification

Certification

I certify, to the best of my knowledge, that the information in this application packet is true and accurate and that this organization has the necessary fiscal, data collection, and managerial capabilities to implement and manage the project associated with this application:

Certification*:	Yes
Application Authority*:	Bill Halleman First Name Last Name
Title*:	Agency Director
Date*:	09/17/2024

From: Human Services <HumanServices@kentwa.gov>
Sent: Wednesday, September 11, 2024 10:11 AM
To: Bill Hallerman <BillHall@ccsww.org>
Subject: 2025-2026 City of Kent-Human Services Grant Application

You don't often get email from humanservices@kentwa.gov. [Learn why this is important](#)
Dear Bill Hallerman:

The Kent Human Services Commission has completed its review of the 2025-2026 Human Services grant applications, and this is to notify you that the Commission recommended yearly funding for the following program(s):

Volunteer Services: \$13,000
Katherine's House and Rita's House: \$14,000
Emergency Assistance: Not recommended for funding.
Safe Car Parking: Not recommended for funding.

The recommendations will be included as part of the City budget. Please note that the funding recommendations are considered tentative until the Kent City Council approves the budget, which usually occurs in late November. Human Services funding contracts are two-year contracts beginning in January 2025. The second year of funding (2026) is contingent upon the agency successfully meeting contractual requirements and continued availability of funding.

In October, staff will contact you and/or the Program contact to begin contract negotiations and to discuss the program's Scope of Work. Questions about your application or the funding process should be addressed to, Lori Guilfoyle, at lguilfoyle@kentwa.gov.

Thank you for your organization's positive involvement in the Kent community.

Sincerely,

Merina Hanson
Human Services Manager

Thien Nguyen, Accounting Assistant
Human Services | Parks, Recreation & Community Services
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CITY OF KENT, WASHINGTON
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September 13, 2024

Bill Hallerman, Agency Director
Catholic Community Services
100 23rd Avenue South
Seattle, WA 98144

Dear Bill Hallerman,

Hopelink supports Catholic Community Services' Consolidated Grant Application for their King County Volunteer Transportation Program.

Volunteer Services provides a unique service to older adults and adults with disabilities who find it difficult to use traditional transportation services. Many of the individuals finds Volunteer Services Transportation Program is better suited to meet their needs. Door to door service and one on one support provide the personalized service they need to accomplish trips to medical appointments and other important errands.

Volunteer transportation is a cost-effective transportation alternative that complements other transportation modes. The program focuses on serving those living on fixed incomes who may not qualify for other services or live outside of fixed transportation routes, particularly those living in King County communities with fewer transportation options.

Hopelink's mission is to promote self-sufficiency for all members of a community, and to help people make lasting change. In order to achieve this mission, Hopelink Mobility Management educates, coordinates, and advocates for transportation services for those historically underserved. We appreciate CCS Volunteer Services program for filling an important gap in our coordinated transportation network. CCS has been a vital partner in our work, and we thank them for continuing to work with us to improve mobility for all.

The transportation provided by Catholic Community Services is essential to maintaining quality of life and self-sufficiency for older adults, persons with disabilities, and individuals with low-income. Thank you for considering my comments regarding Catholic Community Services' application. Should you have any questions, please feel free to contact me at 425-943-6769.

Sincerely,



Staci Sahoo
Director, Mobility Management
Hopelink

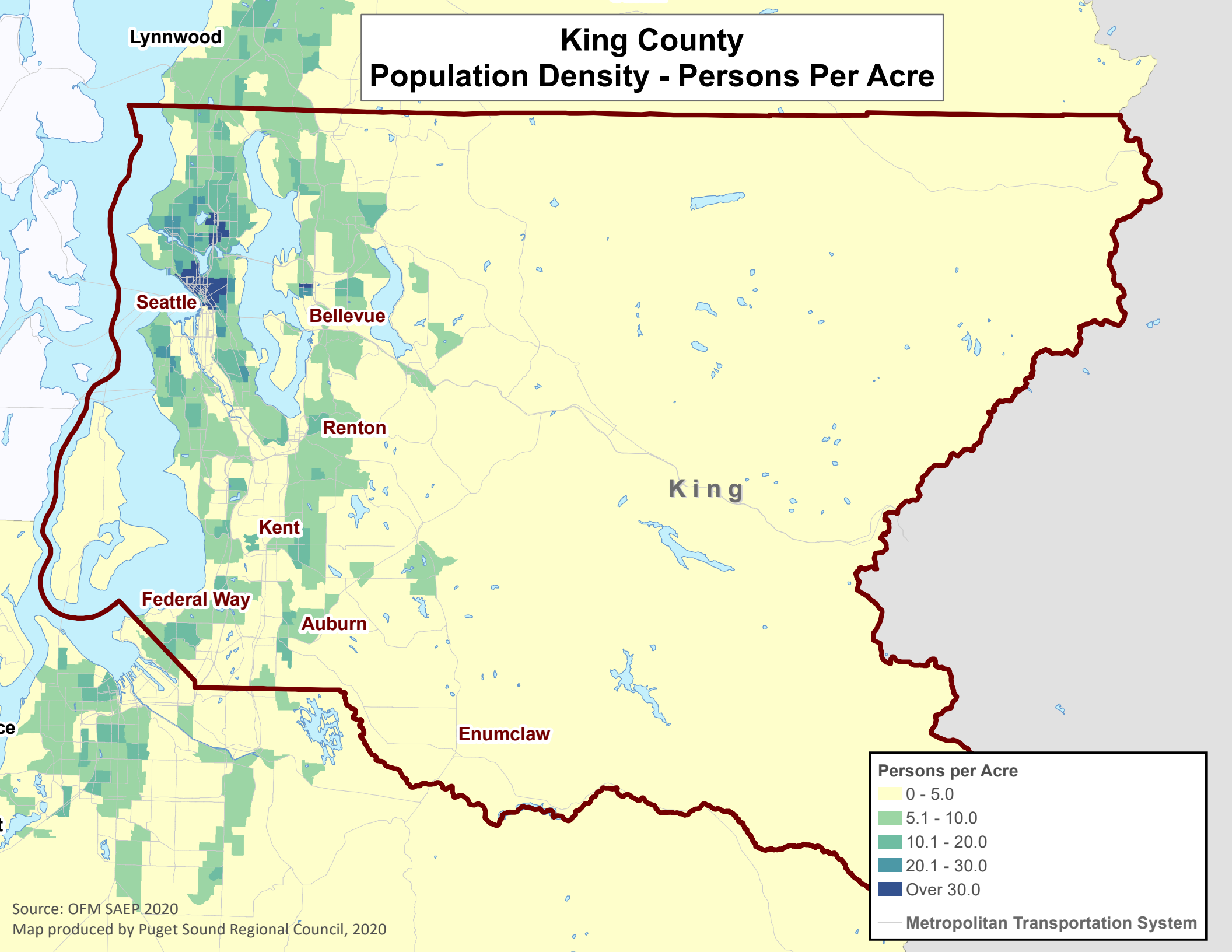


In-Kind Match Valuation Proposal

In-Kind Match: Volunteer Driver Hours – 7,239
Value of Volunteer Hour: \$33.60*
(Volunteer Hours @ \$33.60 = \$243,230.40)
Total In-Kind Value for Volunteer Driver Match: \$304,038

*The value of the volunteer hour of service is based on the Employment Security Department’s 2023 occupational-employment wage estimates (\$26.88) multiplied by 125% to reflect benefit equivalent offered by Catholic Community Services for employees. The average wage data utilized was for the occupation “Motor Vehicle Operators, All Other” for Seattle-Tacoma-Bellevue region.

King County Population Density - Persons Per Acre



Lynnwood

Seattle

Bellevue

Renton

Kent

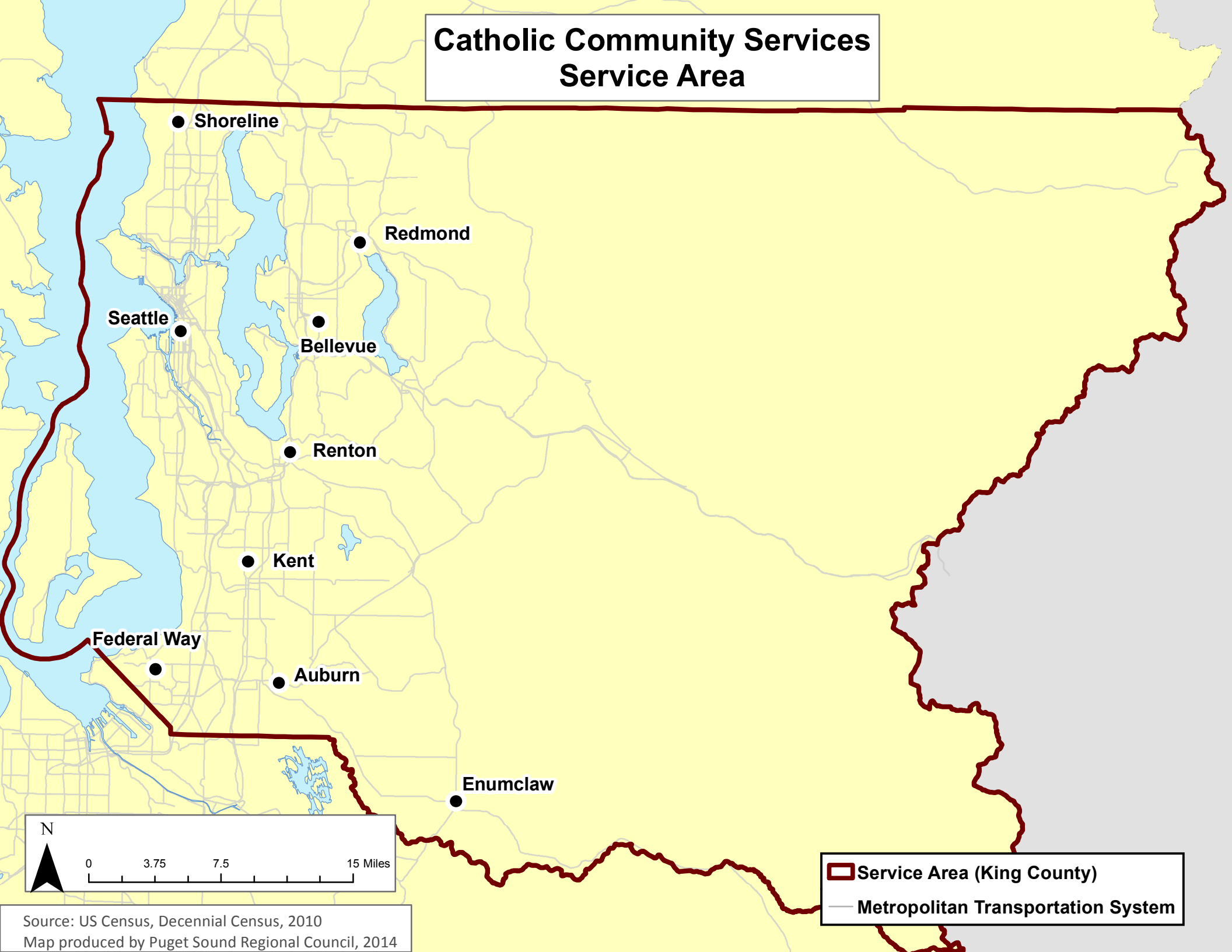
Federal Way

Auburn

King

Enumclaw

Catholic Community Services Service Area



Seattle

Shoreline

Redmond

Bellevue

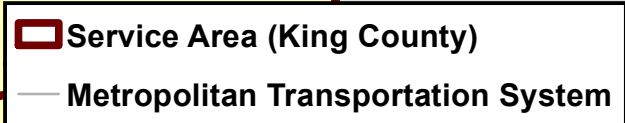
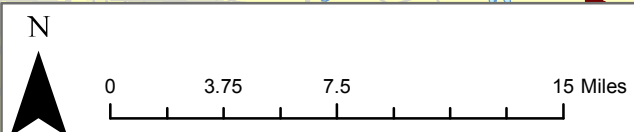
Renton

Kent

Federal Way

Auburn

Enumclaw



Source: US Census, Decennial Census, 2010
Map produced by Puget Sound Regional Council, 2014