

2/8/77

Introduced by: RUBY CHOW

77-199

02918

MOTION NO. _____

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A MOTION approving eligibility requirements, procedures, and criteria for allocating \$200,000 of Revenue Sharing Funds for human services programs.

WHEREAS, the Council has determined in Ordinance 2988 that the first \$200,000 of unanticipated Revenue Sharing Fund be earmarked for social needs, and

WHEREAS, King County has received notice of its allocation of Revenue Sharing Fund which includes \$200,000 more than anticipated in revenue projections for the 1977 Budget, and

WHEREAS, it is necessary to complete the process of allocating these funds at the earliest date possible in order to enable programs selected for funding to be fully operational by July 1, the proposed implementation date,

NOW, THEREFORE, BE IT MOVED by the Council of King County:

The Council approves the attached Eligibility Requirements, General Procedures and Criteria for use in the allocation process for the 1977 Human Services Revenue Sharing Fund.

PASSED this 14th day of March, 19 .

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Mike Lowrey
Chairman

ATTEST:

John Hammond
Clerk of the Council

PROPOSED ALLOCATION AND APPLICATION PROCESS
FOR THE 1977 HUMAN SERVICES REVENUE SHARING FUND

1. General procedures and eligibility
2. Criteria
3. Application and allocation process flow chart
4. Proposed schedule of deadlines

GENERAL PROCEDURES AND ELIGIBILITY REQUIREMENTSEligibility

1. Any health and human services program meeting the remaining Eligibility Requirements and the Screening Criteria are eligible for funding from the 1977 Human Services Revenue Sharing Fund.
2. All proposals must be submitted by county departments. Private nonprofit agencies may submit an application for funding. The application must be submitted to, and sponsored by, a county department to be eligible for funding consideration. The grant period will go from July 1, 1977, through December 31, 1978.

Procedures

1. The Executive recommends priorities criteria and application/allocation process to Council. Council reviews and approves priorities and criteria (and agrees to timetable).
2. Proposals will be solicited from county departments by the Executive. The Executive letter will contain the above statements; criteria, application form, and description of the review process.
3. Councilmembers will be notified by Councilman Lowry of the availability of the Fund, the criteria, the priorities, the application/allocation process and deadlines. Councilmembers' proposal ideas will be transmitted to the Executive by Councilman Lowry for transmittal to appropriate departments for further consideration and possible development. If the proposal involves an existing agency, the agency should be identified in the transmittal. This is to insure that the Councilmembers' proposal ideas that meet the criteria will be developed into implementable proposals and given the same consideration as any other proposal.
4. The county departments will prioritize and transmit to the Executive all the Fund applications meeting the criteria and eligibility requirements.
5. The Executive will transmit recommendations, and all proposals considered for funding (i.e., those passing screening criteria) to the Council. Additionally, the Executive will submit a list and brief description of all other proposals received but not considered. Any of those proposals will be made available to the Council upon request.

CRITERIAScreening Criteria

A proposal must meet the following criteria:

1. The proposed program must relate to existing County Health and Human Services responsibilities. The proposed program should add a new dimension to existing programs to respond to unmet needs.
2. The project should maximize direct services for client benefit. The project could involve small capital costs for equipment if it would result in significant improvement or increase in delivery of services. Source of maintenance and operation costs after grant termination must be documented and sufficient.
3. The proposal should maximize prevention or early intervention services. Short-term (3 months) rehabilitative services in early stages of a problem may be included.
4. The proposal must include program goals and quantifiable objectives that address a specific need.
5. The proposal must be submitted by a county department and, if the proposal is to be implemented by a private nonprofit agency, administrative responsibility for monitoring, grant management, etc., must be specifically stated.
6. The proposal should result in no future fiscal impact to the County as this is one-time only funding. Source of maintenance and operation costs after grant termination must be identified.

Selection Criteria

A proposal need not meet any of the following criteria to be eligible for funding; however those that do will have a greater chance of being selected for funding.

1. The proposal should be innovative. A specific monitoring and evaluation process to test program success must be included to meet this criteria.
2. The proposal should emphasize services to County residents in unincorporated areas.
3. The project should maximize county funds through joint applications from county departments or divisions or through matching grants or other cooperative participation in federal, state, city or private funding whenever possible.

APPLICATION AND ALLOCATION PROCESS

02918

Executive

Council

Recommended Process,
priorities, criteria
sent to Council

Council reviews and
approves

RFP idea memo
to Council

RFP letter to
departments

Proposals received
by Executive

Proposal review
and allocation
recommendations

Formal transmittal
received by Council
sent to H&HS Committee

H&HS Committee review
all recommendations,
make recommendations to
full Council

Final Council Action

REVISED 1977 HSGRS FUND SCHEDULE

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(Based on Council and Executive schedules, and includes GRS hearing requirements.)

- March 2 - (Council Health and Human Services Committee reviews and recommends
March 9 (criteria, etc. to Council
- March 14 Council approves criteria, etc. Chairman issues RFP to Councilmembers
- March 16 Executive notifies departments of Fund availability (priorities, criteria, application, etc.)
- March 25 Council proposal ideas due to Executive for transmittal to departments.
- April 22 Deadline for submission of applications. (Allows five full weeks).
- *May 1 Deadline for publication of announcement regarding Executive hearing on proposed use of 1977 HSGRS/Fund. (Required at least 10 calendar days prior to hearing.) (Notice of Council budget hearing may be made at this time also.)
- *May 11 Executive hearing on proposed use of Fund.
- *May 15 Deadline for publication of announcement of Council budget review of Executive recommendations. (Required 10 calendar days prior to hearing.) (May be included in May 1 announcement on Executive's proposal.)
- May 18** Executive transmits recommendation and proposals to Council. (Allows three full weeks for Executive review.)
- *May 25 (Initial review by H&HS. Possible recommendations to Council. (Fulfills
(GRS requirement for public hearing by Council on proposed budget.)
- June 1 **-(Special H&HS meeting. Recommendations to Council.
- June 6 (Council approval of appropriation ordinance. (Allows two H&HS
(meetings, one Council meeting.)
- June 15 Executive notifies departments of grant award.
- July 1 Program implementation.

*Required by GRS regulations.

**If early action is taken at these steps, deadlines can be moved ahead accordingly.

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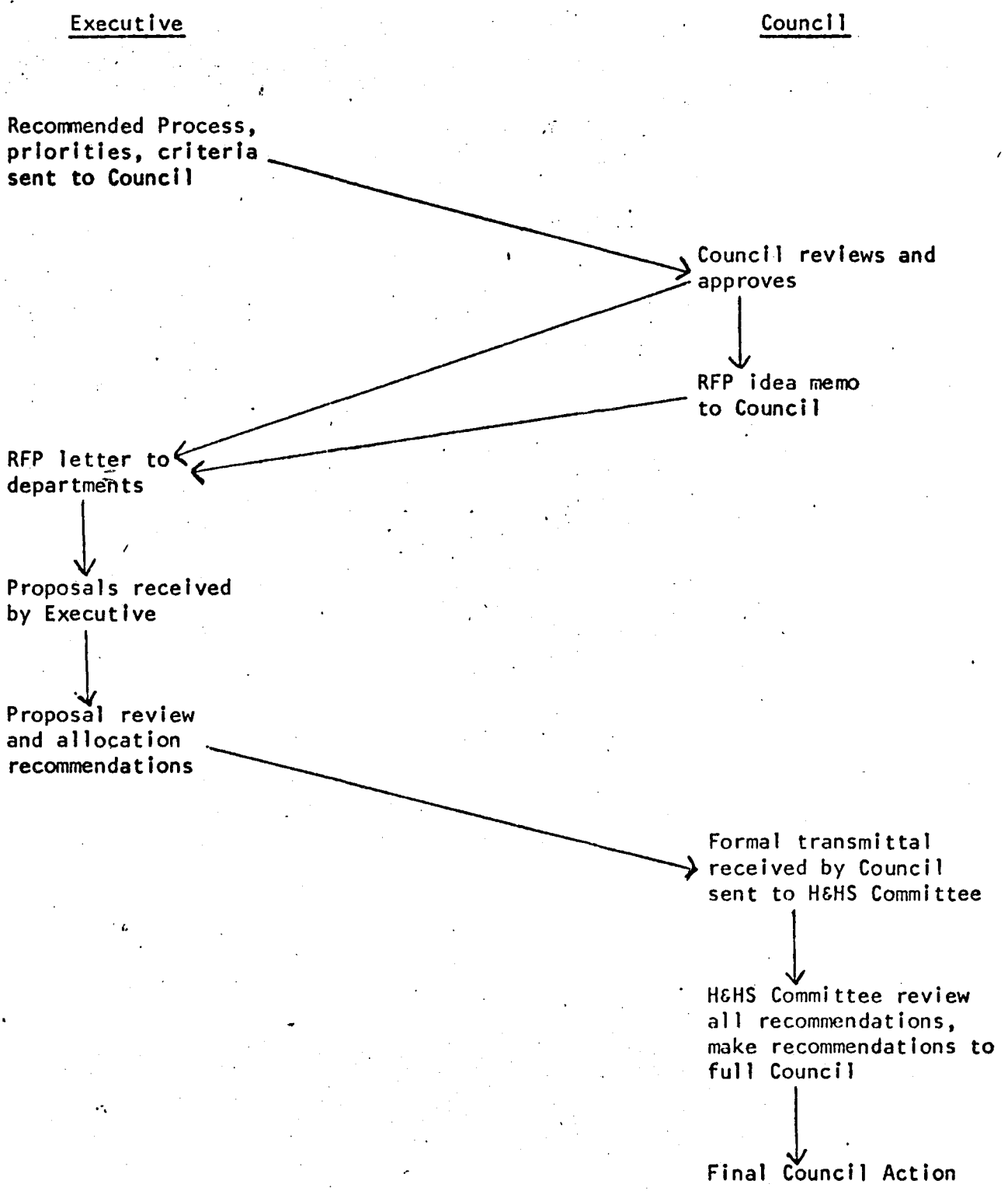
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