

July 10, 1989
0582F/DS/pb

Introduced by Ron Sims

Proposed No.: 89-407

MOTION NO. **7584**

A MOTION approving an allocation plan for aging program enhancements and authorizing the county executive to spend \$99,608 for additional aging program services in 1989.

WHEREAS, Ordinance No. 8802, Section 62 appropriated \$803,414 from the human services fund to the human services division-aging program, and

WHEREAS, Ordinance No. 8802, Section 62 provided \$196,750 for aging program enhancements, and

WHEREAS, Ordinance 8802, Section 62 specified that the review include a needs assessment and also include, but not be limited to, the issues of: (1) local match; (2) senior center staffing standards; (3) funding for senior center-related nutrition and transportation services; (4) community centers which serve other age groups as well as seniors; and (5) the role and responsibilities of the aging program in relation to the program and funding responsibilities of the Seattle-King County Division on Aging, and

WHEREAS, Ordinance No. 8802, asked the executive to submit, along with proposed revisions to the senior center funding policy, proposals for allocating these enhancement funds, and

WHEREAS, Ordinance No. 8802, Section 62 asked that the proposals for allocating the enhancement funds address the needs identified in the needs assessment and be consistent with the proposed revisions to the policy, and

WHEREAS, Ordinance No. 8802, Section 62 further asked the executive to consider, in particular, proposals to provide services for fragile elderly in public housing projects in south King County, and

WHEREAS, approval of annexation and incorporation proposals subsequent to adoption of Ordinance No. 8802 has significantly reduced county revenue projections.

1 WHEREAS, the King County executive and King County council
2 are committed to development and implementation of prudent
3 financial policies for all funds maintained by the county, and

4 WHEREAS, the proposed revised funding policy and the
5 proposals for allocation of the enhancement funds have been
6 submitted for council review and approval, and

7 WHEREAS, final council approval of the policy and plan is
8 necessary to implement the aging program enhancements;

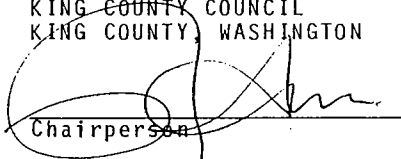
9 NOW, THEREFORE, BE IT MOVED by the Council of King County:

10 A. The attached aging program allocation plan is hereby
11 approved.

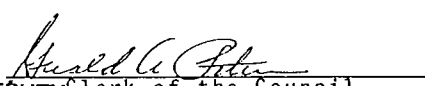
12 B. The aging program funding policy shall be reconsidered
13 pending Council review and development of overall policies
14 regarding termination or reduction of county funding due to
15 annexations and incorporations.

16
17 PASSED this 10th day of July, 1989

18
19 KING COUNTY COUNCIL
20 KING COUNTY, WASHINGTON

21 
22 Chairperson

23 ATTEST:

24 
25 DEPUTY Clerk of the Council

26
27
28
29
30
31
32
33

FUNDING POLICIES FOR THE KING COUNTY AGING PROGRAM

These policies are meant to govern the funding of Aging Program services with King County Current Expense funds. All necessary principles and rules are included within these policies so that they may be used alone to guide Aging Program funding decisions.

I. General Policies

- A. King County affirms its commitment as a sponsor of the Seattle King County Division on Aging (SKDOA) to coordinate with SKDOA in assessing community needs and in planning and providing funding for services. Furthermore, the County is committed to work with a broad variety of individuals and organizations to ensure a coordinated system of services for elderly persons.
- B. The County supports the key role of senior centers in unincorporated rural and suburban areas and small cities as focal points for information about, access to, and delivery of services which enable older persons to maintain their independence. In some communities, community centers which serve persons of all ages, also offer specialized senior programs which serve similar functions.
- C. County support for base staffing and operations of senior centers and community centers with senior programs shall help to ensure that elderly people who live in unincorporated areas and small cities, including low income and minority persons, have access to a wide range of social and health services, recreation, nutrition and other services which promote independence.
- D. County funding, when available for services beyond basic senior center support, shall be targeted to meet needs of vulnerable elderly persons living in areas served by County-supported senior and community centers. Elderly persons considered vulnerable include persons with one or more of the following characteristics:
 - seventy-five years of age or older
 - low income (income at or below 40 percent of the State Median Income (SMI))
 - non-English speaking or limited English speaking
 - ethnic/racial minority status
 - homebound or disabled
 - living alone
 - geographically isolated (does not drive and public transit not available)
- E. New service initiatives and service expansions for vulnerable elderly shall be planned and provided as an extension or expansion of County-funded senior center programs. Preference shall be given to development of services which provide support for elderly persons to live in their own residences and communities.

- F. On an annual basis, staff of the Aging Program will review needs in cooperation with SKDOA. This review will include analysis of the performance of County-contracted programs in serving elderly persons, data gathered through surveys and community interviews, and relevant demographic information. This review will form the basis for establishing priorities for any new service initiatives under these funding policies and any recommended revisions to these policies.
- G. Unless specifically directed by the County Council, County Aging Program funds may not be used to supplant federal, state or local revenues; however, use of County funds is encouraged to leverage additional funds from these sources.
- H. The County reserves the right to reduce or eliminate funding for senior and community centers and for other services for the elderly, should changes in county priorities or revenues occur. Funding for specific services and/or to providers may be reduced or discontinued based on service utilization and performance.

II. Senior Centers and Community Centers Staffing

- A. The County will continue, within available resources, to support basic staffing and administrative costs for senior centers which are located in and serve elderly persons who live in unincorporated areas and small cities. These costs include administrative and/or senior program staff, rent, utilities, supplies, and other reasonable costs associated with providing a senior center program.
- B. Funding levels provided by the County to senior centers and community centers in 1989 base budget authorization shall constitute the base funding level for each center under this policy (see Table A).
- C. Any Cost of Living Allowance (COLA) made available by the County will be distributed to all currently funded centers, subject to satisfactory performance. The distribution of COLA will be as a uniform percentage increase to the base level County funding to each agency.
- D. Increases of County funding may be approved, above base level, in 1989 and subsequent years, to enable centers to achieve and maintain staffing levels comparable to other centers serving similar numbers of elderly persons (Paragraph II H covers decreases due to under-performance).

1. County funding for Senior Center basic administrative/program staff shall not exceed the following standards:

<u>Total Annual # of Registered Center Participants (Age 55 and Older)</u>	<u>Staffing Standards (Administrative/Program FTE's)</u>
200-499	1.0
500 to 999	1.5
1,000 to 1,999	2.0
2,000 to 2,999	2.5
3,000 to 3,999	3.0
4,000 and above	3.5

2. The above basic staffing standards do not include staff providing services in a satellite site, if such a satellite is approved by the County, subject to the conditions described in Section III of these policies. County funding for a satellite for salary and related personnel costs shall not exceed the following standards:

<u>Total Annual # of Registered Participants</u>	<u>Staffing Standards (Administrative/Program FTE's)</u>
50 to 199	.25 to .75 based on number of people served and days service is provided.
200 and above	Same standards as for basic program staffing in D.1. above

3. In addition to the above standards, a maximum of .5 FTE per center may be funded by the County to provide outreach (information and assistance/outreach). The County may fund salary and related personnel costs for up to .5 FTE if all of the following conditions are met:
- The center specifically requests an outreach position, and can demonstrate need for the service to enable substantial numbers of elderly persons who are geographically isolated, homebound or disabled and/or ethnic racial/minorities to access needed services.
 - At least 60 percent of the persons to be served meet the at-risk definition of low income (40 percent or less of state median income).
4. The local matching fund requirements specified in Section V. of these policies shall apply to both satellite staffing and outreach.

- E. The County will continue, within available resources, to support basic staffing and administrative costs of community centers which are located in unincorporated areas and small cities and which provide a facility and staffing support for a senior program.
 - 1. The maximum amount of Aging Program Funding which will be provided to a community center will not exceed the share of the community center staffing, facility, and other operating costs which are reasonably allocable to the senior program. An example of a reasonable method is allocation of staff costs according to the percentage of time spent in support of the senior program and facility costs according to square footage and percentage of time the space is used by the senior program.
 - 2. The maximum number of basic administrative/program FTE's for which the Aging Program will provide funding may not exceed the number allowable under the staffing standards for senior centers described in Section II.D.1. of these policies.
- F. The Aging Program will compare each year, beginning with data available after December 31, 1989, the actual number of participants served by each center with the numbers set in the staffing standards. Any center which is serving more participants than the maximum number specified in the standards may be considered eligible for an increase in County funding to bring the center into conformance with the staffing standards, provided that the availability of other public and private resources will be taken into consideration.
 - 1. Each Center which is eligible for an increase will be ranked according to the percentage of vulnerable elderly served. The ranking will be determined by scores which are calculated as follows:

<u>Vulnerability Factors</u>	<u>Percentage of Elderly Served (expressed in decimals)</u>
<u> </u> Seventy-five years and older	_____.
<u> </u> Low income (at or below 40% of SMI)	_____.
<u> </u> Limited or non-English speaking	_____.
<u> </u> Ethnic/racial minority	_____.
<u> </u> Homebound or disabled	_____.
<u> </u> Living alone	_____.
<u> </u> Geographically isolated	_____.
Total (maximum score = 7.0 if each item were 100%)	_____.

2. In the event of a tie ranking, the center with the larger percent of participants served above the maximum number specified in the standards will be ranked higher.
 3. In the event that funding is not sufficient to fund all centers eligible for staffing increases, available funds will be distributed to the highest ranking centers.
 4. Receipt of additional funding for staffing increases is contingent upon approval, by the County, of the workplan for the additional staff.
- G. The actual amount of County Aging Program funding which will be awarded to a center will be based on the actual costs for the staffing level allowed under the policy and related operating costs less other public and private funds, including required match, available to support the program. The use of actual cost as a basis is subject to County determination that the costs are necessary and reasonable.
- H. Any center which is serving fewer than the minimum number of participants for the corresponding FTE amount that the center is funded for, as specified in the staffing standards, may be subject to a decrease in County funding to comply with the standards given in II.D.1 above. Centers serving at least 80% of the minimum number of participants will be given one year to comply with the levels established by the staffing standards. Centers serving less than 80% of the minimum number of participants will be given three months to bring the participant level up to a rate which, when projected to 12 months, would equal at least 80% of the minimum number stated in the staffing standards. The center will then have an additional year to bring the level up to 100% of the minimum level.

III. New Centers and Satellite Programs

- A. Funding for a satellite program of a currently funded center or new center in an unincorporated area or city of less than 12,000 total population may be considered provided that the following conditions are met.
1. A non-profit board of directors or a subcommittee of an existing board is organized to study the feasibility of a new center or a local, volunteer-supported program is functioning to provide services to the elderly.
 2. Evidence of community support is demonstrated through financial and volunteer support.
 3. Any incorporated jurisdictions to be served by the new program approve its establishment and agree to provide a match equal at a minimum to 50% of County funds. The match may be provided by cash contribution to the program or by in-kind contributions such as staff, buildings, vehicles, etc.

4. The proposed senior program must be located in a facility and receive available support services which meet standards developed by the SKDOA.
 5. Need for the center is demonstrated based on the following factors: the physical facility and/or program capacity of the established senior center(s) preclude expansion; geographic or transportation barriers limit access to an established center by elderly to be served by the new center; and (1) at least 200 elderly persons will use the new center or (2) at least 50 elderly persons have been identified who will use the proposed satellite and who are unable to access an existing center program due to transportation barriers or linguistic and/or cultural barriers. If less than 200 elderly persons are to be served by the satellite, at least 60 percent of the persons to be served must be low income.
- B. If funding for a new program is approved, the initial (base) allocation shall be made in accordance with the staffing standards for the estimated number of participants to be served. The initial allocation shall take into account other public and private resources that are available to support the program.

IV. Senior Centers and Community Centers - Service Expansions and New Service Initiatives

- A. County funding may be used to subsidize a portion of the cost of nutrition services (congregate meals) which are provided in County-funded centers, satellite sites, and related programs, provided that at least 60 percent of the elderly persons who are receiving these meals are low income. Preference will be given to funding nutrition services for those programs in which participants cannot access established SKDOA funded nutrition programs due to transportation or linguistic cultural barriers.

The amount of County funding for each meal shall not exceed the difference between the total cost of the meal and the share of the cost met through federal funding and average client contribution. Federal and/or state funding for nutrition services shall be used to the extent available before County funds are used.

- B. County funding for van transportation may be provided, in conjunction with other services which are funded by the Aging Program, for trips to nutrition sites, adult day care and other trips necessary to assist elderly persons to live in their own residences and communities. Special consideration should be given to the frail elderly who cannot access mainline transportation because of physical difficulties or geographical barriers. County funding will be limited to provide transportation where other public or private resources are not available.

- C. Social Day Care is recognized as a service which meets the needs of frail elders who live in their own or family residences and provides essential respite to care givers. Social day care programs provide a supportive, therapeutic environment for older persons needing additional care. Social day care programs offered through senior centers provide a transition for other adults whose needs become too great for center activities to still be cared for in a familiar setting.
1. County Aging Program funds may be used to establish and/or maintain social day care programs which meet the following criteria:
 - a. Program is located in a geographic area which is eligible for county Aging Program funds for a senior center or community center.
 - b. Program has or agrees to establish a sliding fee scale which is consistent with schedules set by other senior day care programs and is approved by the County.
 - c. Services are provided for at least four hours on one or more days per week.
 - d. Support for the program is evidenced by a local match of at least 10 percent which may be in cash or in-kind, including volunteer time.
 - e. The social day care program is administered by a County-funded senior center or community center.
 - f. Need for the program including the estimated number to be served is documented through a needs assessment.
 2. County funding for operation of social day care programs will be limited to salary and benefit costs for 1.0 FTE program staff per program. Funding for 1.0 FTE is based on a program providing services five days per week. Programs providing services on one to four days per week will be funded in proportion to the number of days of operation.

The actual amount of county funding provided for salary and benefit cost will take into account local resources available including client fee income.
 3. Transportation and nutrition funding may be provided in addition to salary and benefit costs, in accordance with policies specified in Section IV. A. and B., described above.
- D. The County Aging Program funds may be used for recruitment, training, and coordination of volunteers to provide legal assistance services in County-funded senior centers outside the city of Seattle. Funding will be made available contingent upon these services being provided in every County Aging Program-funded senior center and community center.

- E. Funding for program staffing, nutrition, and transportation services for residents of two HACK projects will be provided on a demonstration basis for 1989 and 1990 and may be continued, subject to satisfactory performance and availability of funds, in future years.
1. The Aging Program will plan and complete, in cooperation with HACK, an evaluation of these demonstration projects by May 31, 1990. The scope of the evaluation will include program performance and will also include any additional service needs identified for program participants, the cost and sources of funding for these services, and strategies for obtaining needed resources.
 2. By May 31, 1990, the Aging Program also will complete in conjunction with HACK, an assessment of the needs and resources available to meet these needs for residents of other HACK senior housing developments located in unincorporated King County and small cities. Staff will prepare recommendations for the Council regarding continuation of the two demonstration projects beyond 1990 and the future role of the County in providing services to HACK senior housing developments.
 3. Up to \$8,500 may be expended from 1989 Aging Program Enhancement Funds to conduct an evaluation of the demonstration project at two sites and needs assessment at other HACK housing developments described in items 1. and 2. above.

V. City Size and Local Match

- A. Funding of senior centers and community centers shall be provided in accordance with the following city size limitations and matching funds requirements:
1. The County shall continue, within available resources, to fund a portion of the staffing and operating costs of senior centers and community centers in unincorporated areas and in cities of less than 12,000 total population.
 - a. Funding may be continued to currently funded centers located in cities whose populations increase above 12,000 if at least 50 percent of the persons served by the senior program are from a surrounding unincorporated area of King County.
 - b. The funding level for a center which is located immediately adjacent to a city of 12,000 or more and serves residents of this city will be contingent on the center obtaining matching funds from the city such that the ratio of County funding/City funding equals the ratio of County residents/City residents served.
 2. County-funded centers are expected to utilize a broad variety of financial resources to support center operations and, over time, to increase the amount of locally generated support. In-kind contributions are recognized as a component of such local sup-

port. Designated funds from King County, SKDOA, and United Way cannot be used to meet the match requirements for County Aging Program funding.

The local match requirement for centers located in cities of less than 12,000 population and centers located in rural unincorporated areas is a minimum of 50 percent of the County appropriation of Aging Program funds. The match requirement can be cash or in-kind contributions for which a fair market value can be established (see Table A).

- B. Centers that have local match of less than 50% at the time this policy is approved by the Council, as documented in Table A, will be allowed to continue at the lower rate. The match rate for centers below 50% will not, however, decrease below the rate shown in Table A.

Existing local resources must be maintained at current levels. Local match may decrease, however, in proportion to any decrease in County funding. It is further expected that centers will increase local support at a rate which is at least equal to any Cost of Living Allowance (COLA) provided by the County.

VI. Annexations, Incorporations, and Growth

- A. In the event that a senior center or community center which receives County support is in an area which incorporates as, is annexed to, or grows to become a city of over 12,000 total population, County funding shall be held-safe during a transition period to ensure continuity of services. The maximum length of the transition period shall be determined as follows:
1. Center is located in an incorporated area which reaches 12,000 total population by growth of population - two years after December 31 of the year in which the 12,000 limit is reached.
 2. Center is located in an incorporated area which reaches 12,000 total population through annexation of an adjacent unincorporated area - one year from December 31 of the year in which the annexation occurs. In the event that the 12,000 limitation is reached through a combination of annexation and population growth, the one year transition period shall apply.
 3. Center is located in an unincorporated area which is annexed by a city of greater than 12,000 total population - one year from December 31 of the year in which the annexation occurs.
 4. Center is located in an unincorporated area which incorporates as a city of greater than 12,000 population - two years from December 31 of the year in which the incorporation occurs.
- B. The incorporated city and town population count will be based on the figures in the annual publication "Population Trends for Washington State" which is published by the State of Washington, Office of Financial Management.

1989 Base Funding Levels and Local Match

<u>Senior/Community Center</u>	<u>King County Aging Program Funds*</u>	<u>Local Match**</u>
Black Diamond	\$ 12,735	\$ 2,200
Des Moines	20,808	60,941***
Enumclaw	9,864	19,485***
Federal Way	34,238	39,483
Highline	68,461	61,815
Issaquah	26,240	39,182***
Maple Valley	43,162	26,490
Mount Si	44,345	22,786***
Northshore	39,676	80,463***
Shoreline	74,278	35,719
Sno-Valley	41,364	75,353
Vashon	21,224	26,323

*Funding Level included in the 1989 original appropriation (Ordinance 8802)

**Local match as reported for the year 1989.

***Includes cash grants and/or in-kind contributions from local cities.

Following is a summary of projects requested for funding from the amount (\$196,750) which was set aside by the council in the 1989 Budget Ordinance. The funding request is shown for a full year (in 1989 dollars) and for seven months of 1989. It is likely that new services could not begin before June 1.

Each of the projects shown in this summary is based upon the proposed funding policies and is discussed fully in the detail which follows.

I. Staffing Level Increase

A. Recommended increases to basic staffing levels:

<u>Center</u>	<u>Staff</u>	<u>Full Year Funding*</u>	<u>1989-7 months Funding*</u>
Federal Way	.5 FTE	\$10,400	\$ 6,067
Issaquah	.5 FTE	9,360	5,460
Vashon	.5 FTE	11,158	6,509
Enumclaw	.5 FTE	10,400	6,067
Mount Si	.5 FTE	8,958	5,226
Northshore	.25 FTE	4,781	2,789

B. Recommend increases above basic staffing levels:

<u>Center</u>	<u>Staff</u>	<u>Full Year Funding*</u>	<u>1989-7 months Funding*</u>
Federal Way (Satellite Site)	.25 FTE	3,749	2,187
Maple Valley (Outreach Staff)	.5 FTE	10,400	6,067
Pacific (Outreach Staff)	.5 FTE	6,175	3,602

II. Service Expansion and
New Initiatives

Pacific Community Center	11,835	6,904
Federal Way Korean Site	5,211	3,040
Maple Valley Transportation	772	450
Senior Rights Assistance	25,374	14,802
Social Day Care	57,083	33,298

III. Special Projects

Senior Housing Initiative	15,598	9,099
---------------------------	--------	-------

IV. Administrative Support
Needs

Housing Evaluation and Assessment		8,500
Secretarial Support	.5 FTE	7,127
Computer System		5,442

TOTAL	\$203,802	\$132,829
-------	-----------	-----------

*FTE costs are based on the actual costs of the individual centers.

KING COUNTY AGING PROGRAM
FUNDING POLICY AND ALLOCATION PLAN

May, 1989

Human Services Division
Department of Human Resources

TABLE OF CONTENTS

INTRODUCTION.....	i
Definitions.....	1
History of the Aging Program.....	2
Background of the Senior Center Funding Policy.....	3
PART ONE: NEEDS ASSESSMENT.....	4
Elderly Population in King County.....	4
Unmet Needs of the Elderly.....	6
Funding Sources Available.....	10
King County's Role.....	13
Revised Funding Policy.....	16
PART TWO: FUNDING POLICIES.....	18
General Policies	18
Senior Centers and Community Centers Staffing.....	19
New Centers and Satellite Programs.....	22
Senior Centers and Community Centers-Service Expansions and New Service Initiatives.....	23
City Size and Local Match.....	25
Annexations, Incorporations and Growth.....	26
PART THREE: ALLOCATION PLAN	28
Allocation Plan - Detail.....	29
Staffing Level Increases.....	29
Service Expansions and New Initiatives.....	34
Special Project.....	43
Administrative Support Needs.....	45
ATTACHMENTS:	
A. 1978 Senior and Community Center Funding Policy.....	47
B. 1983 Senior Center Funding Policy.....	50
C. King County Housing Authority Data.....	52

KING COUNTY AGING PROGRAM FUNDING POLICY
AND ALLOCATION PLAN

INTRODUCTION

The King County Council included the following provisos in Section 62 of the 1989 appropriations ordinance (8802):

"The Senior Center Funding Policy shall be reviewed and proposed revisions shall be submitted for Council consideration by February 1, 1989. The review shall include a needs assessment and shall also include, but not be limited to, the issues of: (1) local match; (2) senior center staffing standards; (3) funding for senior center-related nutrition and transportation services; (4) community centers which serve other age groups as well as seniors; and (5) the role and responsibilities of the Aging Program in relation to the program and funding responsibilities of the Seattle-King County Division of Aging.

Provided further that:

\$196,750 is provided for Aging Program enhancements. The Executive shall also submit, along with proposed revisions to the Senior Center Funding Policy, proposals for allocating these funds. The proposals shall address the needs identified in the needs assessment, and shall be consistent with the proposed revisions to the policy. The Executive shall consider in particular proposals to provide services for the fragile elderly in public housing projects in South King County."

Executive response to these two provisos has been organized into three parts: needs assessment, revised funding policy, and recommendations for programs to be funded with the \$196,750 of reserved funds.

As an aid to the reader, this introduction includes a definition of terms which are used throughout the remainder of this paper and a brief history of King County's involvement with specialized programs for elderly persons.

Definitions

- ° Aging network This term is used to refer to the body of funders and providers who serve elderly persons. Some members of this network are specifically focused on the elderly population, such as the King County Aging Program; other network members, such as health care professionals, provide service to the elderly as a part of serving the general population.
- ° Elderly The Older Americans Act defines an elderly person as a person who is 60 years of age or older. Many programs for elderly persons are targeted at an older group than this.
- ° Seattle-King County Division on Aging (SKDOA) SKDOA is the designated Area Agency on Aging as required by the Older Americans Act. This designation means that all federal and state funds for aging programs in King County flow through SKDOA. SKDOA is "sponsored" by the City of Seattle, The United Way

of King County and King County. The sponsors collaborate to make policy, allocate funds, and provide oversight of SKDOA actions. SKDOA is both a funding agency and a locus for the coordination of funding/planning activities of the various funding sources of programs for elderly persons in King County.

- ° Sponsor This term refers to the above mentioned "sponsors" of SKDOA.
- ° Vulnerable Elderly This term is used to describe the subset of the elderly population that is viewed to be "at risk" for some level of institutionalized care. SKDOA has adopted a list of criteria for use in defining the vulnerable elderly. Any elderly person who possesses one or more of the following characteristics is considered to be vulnerable or "at risk;" seventy-five years old or older, low income, limited or non-English speaking, ethnic/racial minority, homebound or disabled, living alone and/or geographically isolated.
- ° Small cities Cities of less than 12,000 in population are considered to be "small cities" for the purposes of this paper and the revised funding policy. This term is used, most often, in the phrase "unincorporated areas and small cities" to define King County's area of responsibility.

History of the Aging Program

King County's first involvement with specialized programs for elderly persons began in 1955 with the establishment of the Senior Recreation Program operated by King County Parks. Although two senior centers were developed in Seattle in the 1960's, the first senior center to serve County residents outside Seattle was founded in 1972 by the Kent Parks Department.

By the mid-1970's, local interest grew in developing senior centers. Availability of capital funds from Community Development Block Grants (CDBG), administered by the county, provided for construction or remodeling of facilities. At the end of 1975, the county assigned a full-time staff person to coordinate programs for elderly persons and provide input to the planning decisions of the Area Agency On Aging. The position was located in the Program Development Division, Intergovernmental Relations Section and was funded by the Comprehensive Employment and Training Act (CETA). At the beginning of 1977 the position was transferred to current expense funding. By 1978 the county was providing maintenance and operating funds to centers in Carnation, Highline, Maple Valley, North Bend and Shoreline. A number of other centers were indirectly assisted by the County through CDBG funds allocated to suburban cities.

By 1978 it was clear that the CDBG Joint Policy Committee's limitation of three years start-up funding for center maintenance and operations was not realistic. The centers had not been able to develop sufficient alternative funding sources to replace county allocated federal dollars. Given the value of the services to the local communities, the significant public investment in these facilities, and the high level of community expectations, county officials were unwilling to allow the centers to close. As the continuation of block grant funding would have violated not only local policy but, potentially, federal regulations, the feasible solution was to provide county current expense funding.

The King County Council provided contingency funds to support the centers after CDBG funds terminated but directed the Executive to prepare policy recommen-

dations on current expense funding for senior centers and community centers with senior programs. A senior center funding policy was developed in 1978 and implemented as Executive policy (See Attachment A). Under this policy, funding for senior centers in Federal Way, Issaquah and Northshore was added in 1979, and Enumclaw was added in 1980.

In 1978 a second county-funded position was added to provide additional contracting, technical assistance and analytical capabilities for the aging program. The County Office of Aging Programs was established within the Department of Budget and Program Development in 1979. In 1980, the Aging Program was transferred to the Human Services Division of the Department of Rehabilitative Services. The Aging Program is now in the Department of Human Resources and is still a section of the Human Services Division.

Background of the Senior Center Funding Policy

In 1983 a new funding policy for senior centers was adopted by the King County Council (see Attachment B). This policy incorporated the staffing standards set in the 1978 executive policy. The standards were applicable to the allocation of current expense funding for staffing and operation of senior centers and community centers located in unincorporated areas and small cities.

The 1983 policy states that the County will fund senior centers and community centers located in unincorporated King County and located in incorporated jurisdictions of not more than 12,000 residents. Funding levels provided in 1983 constituted the base funding level for all senior centers and community centers with senior programs.

Under the 1983 policy, any additional funds for senior centers would be allocated on a performance based formula which weighted number of clients served, number of low income individuals served, and the proportion of the service area elderly population served. Factors such as organizational capacity of a center to increase staffing and/or programs, the availability of other funds to support program expansion, and special service needs of ethnic linguistic minorities were not part of the allocation model.

Funding levels for new senior centers and/or community centers, as specified in the 1983 policy, were to be determined according to the staffing guidelines of the 1978 Executive Policy for Senior and Community Center funding (see Attachment A). The 1978 policy was adopted by reference in Section 8 of the 1983 policy. Under this policy, funding for senior centers in Black Diamond was added in 1984, Vashon in 1985, and Des Moines in 1987.

The 1983 policy was developed at a time when cut backs rather than expansions of public funding for human services programs seemed likely. The document prefaces the formula for allocation of additional funds with the statement, "It is likely that County budget constraints will continue for the foreseeable future". The 1983 funding policy did not address the issue of Cost of Living Allowance (COLA) which historically has been distributed to all contractors on a uniform percentage basis. The conditions which now exist in 1989 - tremendous growth in the numbers and needs of elderly in rural areas and small towns in the county were not foreseen in 1983. Limited or no growth in federal and state resources was not foreseen in 1983 either. These conditions exist in 1989 and are expected to continue in the next several years.

PART ONE

NEEDS ASSESSMENT

Aging Program staff conducted a needs assessment as the first step in the process of developing a revised funding policy. In general, the result of any needs assessment should be to provide answers to a series of questions concerning the nature and extent of problems that we wish to ameliorate and to provide strategies for action. In particular, Aging Program staff identified five questions to form the structure of this needs assessment. Answers to these questions provide a full examination of both the needs of the elderly in King County and the proposed actions to address those needs. Specifically, the questions answered by the needs assessment are as follows.

1. How large is the elderly population in King County; what is it's growth potential, and what are its characteristics?
2. What are the unmet needs of the King County elderly population?
3. What are the funding sources that are available to meet the unmet needs of elderly in King County?
4. What should King County's role be in meeting these needs?
5. How has the existing funding policy been revised to support King County's proposed role?

Each of these questions are answered in turn.

1. HOW LARGE IS THE ELDERLY POPULATION IN KING COUNTY; WHAT IS ITS GROWTH POTENTIAL AND WHAT ARE ITS CHARACTERISTICS?

The following data were obtained from the Seattle Department of Community Development, the state Office of Financial Management (OFM), and the 1989-1991 Area Plan on Aging (APA) produced by the SKDOA. These data are used to demonstrate the size and projected growth of the elderly population.

Size and Growth In 1980, elderly persons (age 55+) totaled 250,714 and represented 19.7% of the King County population. OFM projects that by the year 2000 the elderly population will total 341,139 persons and represent 21.3% of the King County population. The number of elderly persons will increase by 35% from 1980 to 2000.

Thus, as indicated in the APA, the numbers of elderly are growing both in size and in proportion to the total King County population.

Place of Residence In 1980, 52.2% of King County elderly residents lived in the City of Seattle. In the year 2000, OFM projects that only 28.9% of the elderly (aged 55+) will live in the City of Seattle.

This dramatic shift is not projected for any other age group. In 1980, 29.4% of persons aged 0-19 lived in Seattle; by the year 2000 24.2% of persons aged 0-19 will live in Seattle. Similarly, in 1980, 38.9% of persons aged 20-54 lived in Seattle, by the year 2000, 34.5% of these persons will live in Seattle.

The elderly population will, thus, not only grow in size but will also move out into the county from the City of Seattle. Data are not available to indicate how much of this movement and growth will take place in unincorporated areas of King County. It is prudent to assume, however, that this shift in population will be felt in both unincorporated King County and the small cities.

Characteristics of the Elderly Population Data regarding characteristics of the elderly population are shown below. These data, and accompanying conclusions, are abstracted from the APA.

° Income

- The 1980 census indicated that King County families with a head of household aged 65+ had the second lowest median income when compared to families with other ages of head of household. Families with head of household aged 15-24 years had the lowest median income.
- The median income decreases as the age increases from 65.
- Minority elderly persons have lower incomes than white elderly persons.

° Race/Ethnic Status

- According to estimates produced by SKDOA, the distribution of the minority elderly population (60+) in King County in 1987 was as follows.

Asian/Pacific Islander	5.3%
Black	2.7%
Latino (of all races)	1.1%
Native American	.5%
White	90.4%
	<u>100%</u>

- According to data reported in the APA, the number of minority elderly are growing at a faster rate than the white elderly population. The report indicates that white elderly increased 14.7% from 1980 to 1987 while minority elderly increased 58.1% during the same time period.
- The minority elderly population is comprised of several distinct cultures. The APA indicates that. . ."an estimated 22 languages and dialects reflect the diversity of the minority elderly in King County."

° Living Arrangement

- The majority, 78%, of elderly aged 60-64 live within a family; by age 75+ only 45% still live in a family setting.
- Conversely, only 18% of elderly aged 60-64 live alone while 37% of elderly aged 75+ live alone.
- Only 12% of elderly aged 75+ live in a nursing home.

° Gender

- As stated in the APA; "older women greatly outnumber older men." At age 60, the ratio is 42% men, 58% women. At age 75, the ratio is 33% men to 67% women.

° Marital Status

- The APA indicates that . . ."while most older men are married, the majority of older women are widowed." Data from the 1980 Census indicates, for persons aged 65+, that the ratios for marital status of single or divorced were similar for men and women while the ratios for status of married or widowed were wildly different. For men aged 65+, 76% were married while only 37.5% of women were married. Conversely, 12.7% of men were widowed compared to 50.4% of women.

° "The Oldest Old"

- The APA indicates that the age group 85+ is the fastest growing age group among the elderly population. Some characteristics of this "special" group, which are relevant to planning and policy development, have been abstracted from the APA;
- 70% of this group are female.
- "The oldest old are more likely to be poor."
- The majority live independently in the community; 30% live alone. Only 24% live in nursing homes.

2. WHAT ARE THE UNMET NEEDS OF THE KING COUNTY ELDERLY POPULATION?

An understanding of the unmet needs of King County elderly citizens was obtained by reviewing eight different reports produced by SKDOA, United Way, and the South King County Transportation Task Force and by a review of the census, growth, and demographic characteristics data presented above. Information gathered from these reports was supplemented by soliciting the opinions of local "informed persons" such as senior center staff, SKDOA staff and United Way staff. The unmet needs are summarized below; the report used as a source for a given need statement is indicated by a number enclosed in parenthesis. The specific list of references that correspond to these numbers is included at the end of the Needs Assessment section.

Senior centers are crucial to the services provided to elderly persons by the aging network. They are the focal point for the coordination and provision of services which work to maintain independence and quality of life for the vulnerable elderly. There is evidence that increased capacity in these programs will be necessary in the future.

The data presented above demonstrate a clear trend of a growing elderly population. These data also indicate that the elderly population is "moving" away from the City of Seattle. Again, it is not clear what portion of the growth outside of Seattle will occur in unincorporated King County or in small cities. It is, however, a safe assumption that growth will certainly occur in these areas given the extent of growth that is projected.

The current senior center programs funded by King County have experienced a growth in the demand for their services. The eleven centers that were funded in 1986 served 20,067 elderly persons in 1986; these same eleven centers served 21,350 elderly persons in 1988. This is an increase of 6.4% in just two years.

In 1988, the Aging Program received a request to fund a new senior program in the City of Pacific. The petitioners believe that there is sufficient demand and that other programs are not close enough to this community to allow the elderly participants to easily travel to them. (This specific request will be described in the Part Three, Allocation Plan, of this paper). It is a certainty that more senior center capacity will be required in the future given the trends demonstrated by the census data, the increase in service demand experienced by the current programs, the request for new programs, and the pace of growth in the population and development of unincorporated King County.

Transportation

The South King County Transportation Task Force identified transportation as the greatest need in King County outside the City of Seattle.(1) Elderly persons lack information about the various requirements for special transportation services. Bus service is unavailable during off-peak hours and there is no weekend or evening service in some areas of south King County. Bus service going east to west and west to east in south King County is almost nonexistent. Bus service in south King County is located six to eight blocks from County housing projects. Many elderly report difficulty in using bus service--the steps are too high to climb. Some bus signs are difficult to read, elderly are also fearful of rowdy passengers, and complain of fatigue when riding buses for long periods of time or waiting for buses in bad weather. Elderly minority persons identify transportation as a great need to access services.(2) Additional transportation service is also a need for accessing noon meals provided at senior centers, medical appointments, adult day care, and shopping assistance.(3) Service providers also stated that volunteer drivers were difficult to recruit and insurance costs for volunteer transportation were too high to make it a viable option for elderly participants.

Options in Long-Term Care

Many elderly mistakenly equate long-term care with nursing home care. Frail elderly persons can remain in the community if additional services are available to help them maintain their independence. The reports indicated the need for a range of long-term care services including respite care, adult day care services, chore services, and in-home support services.(4)

Respite care and adult day care were listed as long-term care needs in the United Way Facts and Trends report.(5) Eighty percent of frail elderly persons eligible for nursing home care live at home with assistance from family members and other caregivers. The United Way study stated that employee assistance program personnel ranked respite care for employees dealing with aging parents as the most important unmet need. The study estimated that 4,200 elderly need day care service in King County, yet only 300, or 7% of the elderly, use the services annually. This under-utilization was attributed to inadequate transportation and limitation of available services.

Affordable Health/Mental Health Care

Health care was identified as another area of need in the SKDOA needs summary report.(6) The elderly are spending an increasing percentage of their income (15%) on medical expenses, even with Medicare coverage. Elderly persons complain about early discharges from hospitals, insurance not covering all medical costs, the need for medical home visits, after-care services, home care services, affordable dental care, and mental health services.

Support for Elderly in Low-Income Housing

The study conducted by the Housing Authority of the County of King (HACK), King County Aging Program, and SKDOA surveyed 95 elderly tenants of two older housing facilities.(7) These facilities were selected because they had the highest number of "oldest old" residents. The tenants identified the need for nutrition services, transportation, foot care, shopping assistance, and recreational/social activities which would enable them to remain in their residences and prevent premature institutionalization.

Culturally Appropriate Services

Minority elderly have difficulty accessing aging program services due to cultural and language barriers. Minority elderly prefer culturally appropriate services which reflect their ancestry, heritage, beliefs, values, and customs. Service providers expressed the need for ethnic meals, activities, transportation, and bilingual, bicultural advocacy programs to assist minority elderly in accessing health care, legal assistance, mental health care, and other services.(8) Generally, aging programs offer generic services and offer limited specialized services to minority elderly.

Financial Management/Guardianship

A number of at-risk elderly cannot manage their personal or financial affairs. A need was identified for protective payees, guardianship and "friendly visiting service" to assist frail elderly to live independently.(9)

Nutrition Services

Providers have repeatedly expressed concern over the increased demand for nutrition services in the suburban and rural areas. Senior centers requested additional meal service days to better serve the elderly in their communities. Providers expressed the need for nutrition services for low-income elderly living in areas where nutrition services are not available and for minority elderly who do not access nutrition services due to language and cultural barriers.

Information and Assistance/Outreach

An additional unmet need identified by senior center staff is the lack of information and assistance/outreach services. This service identifies elderly persons who are in need but have not accessed available services. These persons are then provided with information, referral and help in coordinating and obtaining the needed service(s) from existing local providers. The assistance/outreach workers also follow-up to insure that the person's needs are met.

Information and Assistance/Outreach services located at senior centers were discontinued in 1980 when the SKDOA created the centralized Case Management Program. Case Management provides information and assistance/outreach services only to the group of most frail, at risk of institutionalization elderly, which created a gap in services to persons who were in need but not as frail. King County Community Development Block Grant (KCCDBG) funded information and assistance/outreach services at senior centers from 1980-1981, when it was discontinued due to decreases in federal funding. Since 1981 the centers have had increased requests for information and assistance/outreach services from the elderly persons ineligible to be served under the Case Management Program.

Mount Si Senior Center, located in North Bend, received KCCDBG funding in 1988 for information and assistance/outreach services, and served 351 elderly persons. The other County-funded centers estimate that with information and assistance/outreach services an additional 2,000 elderly persons could be served.

Legal Assistance

Legal assistance was identified by several local "informed persons" as a need, especially in the County outside the City of Seattle. Elderly are requesting assistance with the preparation of wills, long-term care insurance purchase and interpretation, public assistance applications, power

of attorney, and landlord/tenant relations. Based on requests from County residents to the existing Senior Rights Assistance Program, an estimated 2,000 elderly residents living in King County outside the City of Seattle need legal assistance services.

3. WHAT ARE THE FUNDING SOURCES THAT ARE AVAILABLE TO MEET THE UNMET NEEDS OF ELDERLY IN KING COUNTY?

There are six major sources of funds for specialized elderly services in King County; SKDOA, United Way, King County, City of Seattle, the cities within King County and the Department of Social and Health Services (DSHS). Of these funding sources, United Way, King County, the City of Seattle and SKDOA are engaged in mutual and coordinated planning/funding efforts. This coordination has been fostered by the designation of SKDOA as the Area Agency on Aging. As mandated by the Federal Older Americans Act, the Area Agency on Aging (SKDOA) receives all federal and state funds appropriated specifically for community-based senior programs. SKDOA is "sponsored" by King County, United Way and the City of Seattle. The sponsors establish policies, make funding allocation decisions, and provide oversight for the actions of SKDOA. DSHS funds residential services for the elderly and works cooperatively with SKDOA.

The remaining funding source(s), cities in King County (other than Seattle), have not been formally involved in the countywide coordination of funding for aging programs.

It is important to understand the responsibilities of each of these funding sources, relative to services provided to the elderly population, in order to adequately evaluate options for King County's role. Following is a delineation of the responsibilities assigned to each of these funding sources. Two major points will be covered for each of these entities; the geographical area of responsibility and the types of services that are funded.

Seattle-King County Division on Aging (SKDOA)

- ° Services are planned and funded to serve all elderly in need in King County regardless of residence in incorporated or unincorporated King County. As mentioned above, priorities and policies are established by the sponsors.
- ° SKDOA provides a "core set" of services which are targeted to the vulnerable elderly. These priority services include information and assistance, case management, nutrition, transportation and legal assistance. Other services funded by SKDOA include home health, adult day health, employment, chore, long-term care ombudsman and mental health services.
- ° SKDOA annually administers approximately \$11.5 million of federal and state funds for these services.

City of Seattle

- Services are provided to residents of the City of Seattle only.
- The services provided by the City of Seattle augment and support those provided by SKDOA. One of these services, senior center operations, provides a focal point for many of the services funded by SKDOA.

The remaining services are utility discounts, volunteer chore services, social day care and public housing outreach.

- The City annually provides \$320,000 of general fund and \$584,000 of block grant support for senior center operations, volunteer chore services, social day care and public housing outreach. Approximately \$283,000 is provided annually for utility discounts.

King County Aging Program

- Services are provided in unincorporated King County and the small cities.
- King County Aging Program services mirror those provided by the City of Seattle to Seattle residents. They augment services funded by SKDOA. Services include senior center operations, (sometimes accomplished by funding a community center), information and assistance/outreach, adult day care, and transportation.

The transportation and information assistance/outreach services are services that would appear to be the responsibility of SKDOA. King County has provided transportation service to the north, south and east areas of King County because SKDOA funds were not sufficient to meet the demand for transit to SKDOA funded nutrition programs at county funded senior centers. As mentioned in the unmet needs section above, mainline bus service was not found to be adequate to address the transit problem.

The information and assistance/outreach service provided by King County is not the same service as that provided by SKDOA. The SKDOA service is called information and assistance; outreach is not provided and the SKDOA service is "officebound." The King County "outreach" service is mobile to assure that elderly persons in rural areas are provided access in their homes if necessary, to information and assistance services.

- King County Aging Program provides approximately \$640,000 of current expense annually (in 1988) to administer and provide senior programs.

United Way of King County

- The United Way funds services for persons in incorporated and unincorporated King County. As a private funding agency, United Way is not constrained by municipal boundaries or by the need to provide equal access to services for all King County residents. The United Way is, however, a sponsor of SKDOA and does participate in policy and funding decisions, the intent of which is to provide fair and equal access to services for all King County elderly residents.

- ° Services funded by the United Way include senior center operations, home health care, homemaker assistance, health maintenance, counseling services, legal assistance, continuing education, recreation, congregate and home delivered meals, adult day care and adult respite care.
- ° The United Way allocated \$1.8 million in 1988, for the services listed above.

Cities in King County (other than Seattle)

- ° Cities fund services for their own residents only. Some cities provide funds to match, in part, funds received from King County or United Way. Other cities, such as Bellevue, fund the operations of their senior center by themselves. Some cities even staff their senior centers with city employees.
- ° Funds are provided to support the operation of a senior center or community center which becomes the focal point for other services funded by SKDOA.

Summary of Funding Responsibility by Generic Service

It is also helpful to consider the above information from the perspective of categories of service rather than identity of funding source. The major categories of service are senior center operation, "core" services, and other services necessary to foster the independence of vulnerable elderly.

- ° Senior Centers which serve as a focal point for the coordination and provision of other services.
 - King County funds the operation of centers in unincorporated King County and the small cities.
 - City of Seattle funds the operation of four centers inside the Seattle city limits.
 - United Way helps to fund the operation of centers throughout King County on an agency by agency basis.
 - Large cities (those larger than 12,000 in population that are excluded from the current King County funding policy) fund the operation of centers for their own cities.
- ° "Core" Services for which federal and state funds are provided
 - SKDOA has the primary responsibility for provision, countywide, of services such as information and services, case management, nutrition, transportation and legal services to the vulnerable elderly.
 - King County and the larger cities have, from time to time, supplemented SKDOA's funding of certain of SKDOA's core services when the amount of funding provided by SKDOA has fallen short of the demand. A recent example is King County's funding for transportation in the north and south areas of King County.

The unmet needs, which were identified earlier, can be assigned to the major funding sources based upon current responsibilities and upon "optional" funding provided to fill an observed gap in service. Table 1 presents a matrix which depicts the assignment of unmet need to funding source. In order to provide a complete picture, all needs addressed by the funding sources are shown, including those not specifically mentioned in this paper. Also shown on Table 1 are recommendations for additional needs to which King County should allocate funds. This information will form the basis of the discussion of King County's role.

Summary of Funding Constraints

A summary of the likelihood of future funding increases, or decreases, for the major partners of the aging network is provided as a final note to the discussion of responsibilities. None of the major funders is expected to have more resources available to allocate to the needs of the elderly in the near future as indicated below.

- ° Gramm-Rudman-Hollings legislation, served to reduce federal funds for elderly services.
- ° Older Americans Act funding for nutrition has been lidded, with only the USDA subsidy of 56¢ per meal available for expansion of meals.
- ° Seattle-King County Division on Aging will maintain current service levels but is unable to expand or develop new services without additional resources due to the reduction in federal funds.
- ° United Way of King County fell short of its campaign goals; it will attempt to maintain funding for current services but is unlikely to fund new services.
- ° Community Development Block Grant has decreased in 1989, and services which were previously funded were terminated.
- ° Due to recent annexations and incorporations, King County will experience reductions in current expense which is the source of funding for the King County Aging Program.

4. WHAT SHOULD KING COUNTY'S ROLE BE IN MEETING THESE NEEDS?

Examination of Table 1 shows that King County currently has one major funding responsibility (excluding the responsibility of participating as a sponsor of SKDOA) on the list of unmet needs. That responsibility is to support senior centers of an adequate size to meet the demand in unincorporated King County and small cities. This role should continue. There are, however, the remainder of the unmet needs that King County has either not funded or has partially funded to fill gaps left by other funding sources. Following are principles which are used to define King County's role regarding these needs.

Table 1
Assignment of Need to Funding Sources

7584

Need	SKDOA	City of Seattle	Other Larger Cities	United Way	King County Aging Funds	Other County or State
Appropriate Senior Center Capacity		R	R	0	R	
Transportation	R			0	0	R (METRO)
Options for Long Term Care	0	0		0	0	
Affordable Health/Mental Health Care	0			0		R
Support for Elderly in Low Income Housing		0			N	
Culturally Appropriate Services	R			0	N	
Financial Management/ Guardianship						R
Nutrition	R			0	N	
Information and Assistance	R					
Information and Assistance/Outreach					0	
Legal Assistance				0	N	
Ombudsman	0					R
Case Management	R					R
Nursing Home Care						R
Affordable Property Tax						0
Affordable Utility Tax		0				
Employment and Income	R					
Legal Services (provided by lawyer)	R					
Chore Services	R	0				R
Continuing Education				0		
Recreation			0	0		0

R = current responsibility to provide

0 = current optional funding, has been funded currently or in the past

N = recommended as new areas for optional funding

- King County should not provide funds for services which are the primary responsibility of funding sources outside of the major participants of the aging network. Needs such as affordable health and mental health care and financial management/guardianship should be met by other systems.
- King County should encourage small cities to share in the support of senior center operation and should not replace funds provided by larger cities.
- If, as a sponsor of SKDOA, King County is satisfied that SKDOA "core services" are distributed county-wide in proportion to the need, King County should consider funding projects, on a case by case basis, to fill the remaining unmet need. This principle is consistent with actions taken by the Executive and Council in passage of the 1988 Aging Program budget when funds for transportation services for the north and south areas of King County were added. Unmet needs such as transportation, culturally appropriate services, nutrition and information assistance/outreach are included in this category.

One remaining condition is added to this principle. King County will fund services, such as these, only to address a need for such services exhibited by vulnerable elderly persons.

- King County should also consider funding other services for which there is not an identified funding source with primary responsibility. These services should receive consideration if they are targeted to the vulnerable elderly and if the service will work to maintain the independence of the elderly persons served. Services in this category include services which provide options for long term care, support for elderly who reside in low income housing units, and legal assistance.

Examples of local government support for projects of this type include two projects funded by Seattle and King County. The City of Seattle has provided funding for a project which provides support to elderly persons who reside in low income housing units. Services are provided which enable the elderly persons to continue to live independently. King County has provided funding for two social day care projects (one provided by the Aging Program, the other by the Women's Program) which represent "independent" options for long term care. In fact, the last statement in the budget proviso directs the Executive... "to consider in particular proposals to provide services for the fragile elderly in public housing projects in South King County."

In sum, the question of "what should King County's role be" can be answered as follows:

- King County should be responsible, as a sponsor of SKDOA, to work to see that all available resources are distributed across the county in proportion to need.
- King County should be responsible for funding senior center operations in unincorporated King County and in small cities.

- King County's method of funding services in the small cities should encourage those cities to participate in the funding of senior programs for their residents.
- King County should (on a case by case basis and as resources allow) fund "core services" for unincorporated King County and the small cities if available SKDOA resources are insufficient to meet the need exhibited by the vulnerable elderly.
- King County should fund, on a case by case basis, other services, for which there is not a primary funding source, for unincorporated King County and the small cities if such services will work to maintain vulnerable elderly persons' independence.

5. HOW HAS THE EXISTING FUNDING POLICY BEEN REVISED TO SUPPORT KING COUNTY'S PROPOSED ROLE?

In general, the following revisions have been made to the existing funding policy to implement the above recommended role for King County.

- The revised policy affirms King County's commitment to function as a sponsor of SKDOA.
- The revised policy includes a strengthened statement of purpose regarding the provision of funds for senior center operation in unincorporated King County and the small cities. Specific criteria have been provided to govern decisions regarding the staffing level to be funded relative to the number of persons served.
- The revised policy includes specific criteria to govern decisions regarding the establishment of new senior centers and satellite programs. The intent is to establish new programs or satellites only when existing programs are not appropriate or sufficient to meet the specific need and when sufficient demand and community support is evidenced.
- The revised policy encourages incorporated jurisdictions to participate in the funding of senior programs. Criteria are included in the policy which specify,
 - when a small city has become too large to retain county funding,
 - how annexations and city growth are to be handled in terms of transition from county to local funding, and
 - that small cities are to provide a "local match" in funding.
- The revised policy includes criteria which specify the conditions under which the county may consider allocating funds, on a case by case basis, to services such as nutrition, transportation, social day care, legal assistance and support for elderly who live in low income housing.

NEEDS ASSESSMENT REFERENCES

1. South King County Transportation Task Force. Final Report, 1988.
2. Seattle-King County Division on Aging and King County Aging Program. Profile of Minority Elderly in Balance of King County, 1988.
3. Seattle-King County Division on Aging. Brain-storming and FOCUS Group Reports for 1989-1991 Area Plan, 1988.
4. Seattle-King County Division on Aging. Compilation of Previous Needs Assessments in King County, 1988.
5. United Way. Facts and Trends, 1987 and Implications, Priorities, United Way Board-Determined Target Populations and Community Problem-Solving Initiatives for 1988 and 1989, 1988.
6. Seattle-King County Division on Aging. Compilation of Previous Needs Assessments in King County, 1988.
7. Seattle-King County Division on Aging and King County Aging Program. King County Housing Authority Survey, 1988.
8. Seattle-King County Division on Aging and King County Aging Program. Profile of Minority Elderly in Balance of King County, 1988.
9. Seattle-King County Division on Aging. Compilation of Previous Needs Assessments in King County, 1988.

FUNDING POLICIES FOR THE KING COUNTY AGING PROGRAM

These policies are meant to govern the funding of Aging Program services with King County Current Expense funds. All necessary principles and rules are included within these policies so that they may be used alone to guide Aging Program funding decisions.

I. General Policies

- A. King County affirms its commitment as a sponsor of the Seattle King County Division on Aging (SKDOA) to coordinate with SKDOA in assessing community needs and in planning and providing funding for services. Furthermore, the County is committed to work with a broad variety of individuals and organizations to ensure a coordinated system of services for elderly persons.
- B. The County supports the key role of senior centers in unincorporated rural and suburban areas and small cities as focal points for information about, access to, and delivery of services which enable older persons to maintain their independence. In some communities, community centers which serve persons of all ages, also offer specialized senior programs which serve similar functions.
- C. County support for base staffing and operations of senior centers and community centers with senior programs shall help to ensure that elderly people who live in unincorporated areas and small cities, including low income and minority persons, have access to a wide range of social and health services, recreation, nutrition and other services which promote independence.
- D. County funding, when available for services beyond basic senior center support, shall be targeted to meet needs of vulnerable elderly persons living in areas served by County-supported senior and community centers. Elderly persons considered vulnerable include persons with one or more of the following characteristics:
 - seventy-five years of age or older
 - low income (income at or below 40 percent of the State Median Income (SMI))
 - non-English speaking or limited English speaking
 - ethnic/racial minority status
 - homebound or disabled
 - living alone
 - geographically isolated (does not drive and public transit not available)
- E. New service initiatives and service expansions for vulnerable elderly shall be planned and provided as an extension or expansion of County-funded senior center programs. Preference shall be given to development of services which provide support for elderly persons to live in their own residences and communities.

- F. On an annual basis, staff of the Aging Program will review needs in cooperation with SKDOA. This review will include analysis of the performance of County-contracted programs in serving elderly persons, data gathered through surveys and community interviews, and relevant demographic information. This review will form the basis for establishing priorities for any new service initiatives under these funding policies and any recommended revisions to these policies.
- G. Unless specifically directed by the County Council, County Aging Program funds may not be used to supplant federal, state or local revenues; however, use of County funds is encouraged to leverage additional funds from these sources.
- H. The County reserves the right to reduce or eliminate funding for senior and community centers and for other services for the elderly, should changes in county priorities or revenues occur. Funding for specific services and/or to providers may be reduced or discontinued based on service utilization and performance.

II. Senior Centers and Community Centers Staffing

- A. The County will continue, within available resources, to support basic staffing and administrative costs for senior centers which are located in and serve elderly persons who live in unincorporated areas and small cities. These costs include administrative and/or senior program staff, rent, utilities, supplies, and other reasonable costs associated with providing a senior center program.
- B. Funding levels provided by the County to senior centers and community centers in 1989 base budget authorization shall constitute the base funding level for each center under this policy (see Table A).
- C. Any Cost of Living Allowance (COLA) made available by the County will be distributed to all currently funded centers, subject to satisfactory performance. The distribution of COLA will be as a uniform percentage increase to the base level County funding to each agency.
- D. Increases of County funding may be approved, above base level, in 1989 and subsequent years, to enable centers to achieve and maintain staffing levels comparable to other centers serving similar numbers of elderly persons (Paragraph II H covers decreases due to under-performance).

1. County funding for Senior Center basic administrative/program staff shall not exceed the following standards:

<u>Total Annual # of Registered Center Participants (Age 55 and Older)</u>	<u>Staffing Standards (Administrative/Program FTE's)</u>
200-499	1.0
500 to 999	1.5
1,000 to 1,999	2.0
2,000 to 2,999	2.5
3,000 to 3,999	3.0
4,000 and above	3.5

2. The above basic staffing standards do not include staff providing services in a satellite site, if such a satellite is approved by the County, subject to the conditions described in Section III of these policies. County funding for a satellite for salary and related personnel costs shall not exceed the following standards:

<u>Total Annual # of Registered Participants</u>	<u>Staffing Standards (Administrative/Program FTE's)</u>
50 to 199	.25 to .75 based on number of people served and days service is provided.
200 and above	Same standards as for basic program staffing in D.1. above

3. In addition to the above standards, a maximum of .5 FTE per center may be funded by the County to provide outreach (information and assistance/outreach). The County may fund salary and related personnel costs for up to .5 FTE if all of the following conditions are met:
 - a. The center specifically requests an outreach position, and can demonstrate need for the service to enable substantial numbers of elderly persons who are geographically isolated, homebound or disabled and/or ethnic racial/minorities to access needed services.
 - b. At least 60 percent of the persons to be served meet the at-risk definition of low income (40 percent or less of state median income).
4. The local matching fund requirements specified in Section V. of these policies shall apply to both satellite staffing and outreach.

E. The County will continue, within available resources, to support basic staffing and administrative costs of community centers which are located in unincorporated areas and small cities and which provide a facility and staffing support for a senior program.

1. The maximum amount of Aging Program Funding which will be provided to a community center will not exceed the share of the community center staffing, facility, and other operating costs which are reasonably allocable to the senior program. An example of a reasonable method is allocation of staff costs according to the percentage of time spent in support of the senior program and facility costs according to square footage and percentage of time the space is used by the senior program.
2. The maximum number of basic administrative/program FTE's for which the Aging Program will provide funding may not exceed the number allowable under the staffing standards for senior centers described in Section II.D.1. of these policies.

F. The Aging Program will compare each year, beginning with data available after December 31, 1989, the actual number of participants served by each center with the numbers set in the staffing standards. Any center which is serving more participants than the maximum number specified in the standards may be considered eligible for an increase in County funding to bring the center into conformance with the staffing standards, provided that the availability of other public and private resources will be taken into consideration.

1. Each Center which is eligible for an increase will be ranked according to the percentage of vulnerable elderly served. The ranking will be determined by scores which are calculated as follows:

<u>Vulnerability Factors</u>	<u>Percentage of Elderly Served (expressed in decimals)</u>
<u> </u> Seventy-five years and older	_____.
<u> </u> Low income (at or below 40% of SMI)	_____.
<u> </u> Limited or non-English speaking	_____.
<u> </u> Ethnic/racial minority	_____.
<u> </u> Homebound or disabled	_____.
<u> </u> Living alone	_____.
<u> </u> Geographically isolated	_____.
Total (maximum score = 7.0 if each item were 100%)	_____.

2. In the event of a tie ranking, the center with the larger percent of participants served above the maximum number specified in the standards will be ranked higher.
 3. In the event that funding is not sufficient to fund all centers eligible for staffing increases, available funds will be distributed to the highest ranking centers.
 4. Receipt of additional funding for staffing increases is contingent upon approval, by the County, of the workplan for the additional staff.
- G. The actual amount of County Aging Program funding which will be awarded to a center will be based on the actual costs for the staffing level allowed under the policy and related operating costs less other public and private funds, including required match, available to support the program. The use of actual cost as a basis is subject to County determination that the costs are necessary and reasonable.
- H. Any center which is serving fewer than the minimum number of participants for the corresponding FTE amount that the center is funded for, as specified in the staffing standards, may be subject to a decrease in County funding to comply with the standards given in II.D.1 above. Centers serving at least 80% of the minimum number of participants will be given one year to comply with the levels established by the staffing standards. Centers serving less than 80% of the minimum number of participants will be given three months to bring the participant level up to a rate which, when projected to 12 months, would equal at least 80% of the minimum number stated in the staffing standards. The center will then have an additional year to bring the level up to 100% of the minimum level.

III. New Centers and Satellite Programs

- A. Funding for a satellite program of a currently funded center or new center in an unincorporated area or city of less than 12,000 total population may be considered provided that the following conditions are met.
1. A non-profit board of directors or a subcommittee of an existing board is organized to study the feasibility of a new center or a local, volunteer-supported program is functioning to provide services to the elderly.
 2. Evidence of community support is demonstrated through financial and volunteer support.
 3. Any incorporated jurisdictions to be served by the new program approve its establishment and agree to provide a match equal at a minimum to 50% of County funds. The match may be provided by cash contribution to the program or by in-kind contributions such as staff, buildings, vehicles, etc.

4. The proposed senior program must be located in a facility and receive available support services which meet standards developed by the SKDOA.
 5. Need for the center is demonstrated based on the following factors: the physical facility and/or program capacity of the established senior center(s) preclude expansion; geographic or transportation barriers limit access to an established center by elderly to be served by the new center; and (1) at least 200 elderly persons will use the new center or (2) at least 50 elderly persons have been identified who will use the proposed satellite and who are unable to access an existing center program due to transportation barriers or linguistic and/or cultural barriers. If less than 200 elderly persons are to be served by the satellite, at least 60 percent of the persons to be served must be low income.
- B. If funding for a new program is approved, the initial (base) allocation shall be made in accordance with the staffing standards for the estimated number of participants to be served. The initial allocation shall take into account other public and private resources that are available to support the program.

IV. Senior Centers and Community Centers - Service Expansions and New Service Initiatives

- A. County funding may be used to subsidize a portion of the cost of nutrition services (congregate meals) which are provided in County-funded centers, satellite sites, and related programs, provided that at least 60 percent of the elderly persons who are receiving these meals are low income. Preference will be given to funding nutrition services for those programs in which participants cannot access established SKDOA funded nutrition programs due to transportation or linguistical cultural barriers.

The amount of County funding for each meal shall not exceed the difference between the total cost of the meal and the share of the cost met through federal funding and average client contribution. Federal and/or state funding for nutrition services shall be used to the extent available before County funds are used.

- B. County funding for van transportation may be provided, in conjunction with other services which are funded by the Aging Program, for trips to nutrition sites, adult day care and other trips necessary to assist elderly persons to live in their own residences and communities. Special consideration should be given to the frail elderly who cannot access mainline transportation because of physical difficulties or geographical barriers. County funding will be limited to provide transportation where other public or private resources are not available.

C. Social Day Care is recognized as a service which meets the needs of frail elders who live in their own or family residences and provides essential respite to care givers. Social day care programs provide a supportive, therapeutic environment for older persons needing additional care. Social day care programs offered through senior centers provide a transition for other adults whose needs become too great for center activities to still be cared for in a familiar setting.

1. County Aging Program funds may be used to establish and/or maintain social day care programs which meet the following criteria:
 - a. Program is located in a geographic area which is eligible for county Aging Program funds for a senior center or community center.
 - b. Program has or agrees to establish a sliding fee scale which is consistent with schedules set by other senior day care programs and is approved by the County.
 - c. Services are provided for at least four hours on one or more days per week.
 - d. Support for the program is evidenced by a local match of at least 10 percent which may be in cash or in-kind, including volunteer time.
 - e. The social day care program is administered by a County-funded senior center or community center.
 - f. Need for the program including the estimated number to be served is documented through a needs assessment.
2. County funding for operation of social day care programs will be limited to salary and benefit costs for 1.0 FTE program staff per program. Funding for 1.0 FTE is based on a program providing services five days per week. Programs providing services on one to four days per week will be funded in proportion to the number of days of operation.

The actual amount of county funding provided for salary and benefit cost will take into account local resources available including client fee income.

3. Transportation and nutrition funding may be provided in addition to salary and benefit costs, in accordance with policies specified in Section IV. A. and B., described above.

D. The County Aging Program funds may be used for recruitment, training, and coordination of volunteers to provide legal assistance services in County-funded senior centers outside the city of Seattle. Funding will be made available contingent upon these services being provided in every County Aging Program-funded senior center and community center.

- E. Funding for program staffing, nutrition, and transportation services for residents of two HACK projects will be provided on a demonstration basis for 1989 and 1990 and may be continued, subject to satisfactory performance and availability of funds, in future years.
1. The Aging Program will plan and complete, in cooperation with HACK, an evaluation of these demonstration projects by May 31, 1990. The scope of the evaluation will include program performance and will also include any additional service needs identified for program participants, the cost and sources of funding for these services, and strategies for obtaining needed resources.
 2. By May 31, 1990, the Aging Program also will complete in conjunction with HACK, an assessment of the needs and resources available to meet these needs for residents of other HACK senior housing developments located in unincorporated King County and small cities. Staff will prepare recommendations for the Council regarding continuation of the two demonstration projects beyond 1990 and the future role of the County in providing services to HACK senior housing developments.
 3. Up to \$8,500 may be expended from 1989 Aging Program Enhancement Funds to conduct an evaluation of the demonstration project at two sites and needs assessment at other HACK housing developments described in items 1. and 2. above.

V. City Size and Local Match

- A. Funding of senior centers and community centers shall be provided in accordance with the following city size limitations and matching funds requirements:
1. The County shall continue, within available resources, to fund a portion of the staffing and operating costs of senior centers and community centers in unincorporated areas and in cities of less than 12,000 total population.
 - a. Funding may be continued to currently funded centers located in cities whose populations increase above 12,000 if at least 50 percent of the persons served by the senior program are from a surrounding unincorporated area of King County.
 - b. The funding level for a center which is located immediately adjacent to a city of 12,000 or more and serves residents of this city will be contingent on the center obtaining matching funds from the city such that the ratio of County funding/City funding equals the ratio of County residents/City residents served.
 2. County-funded centers are expected to utilize a broad variety of financial resources to support center operations and, over time, to increase the amount of locally generated support. In-kind contributions are recognized as a component of such local sup-

port. Designated funds from King County, SKDOA, and United Way cannot be used to meet the match requirements for County Aging Program funding.

The local match requirement for centers located in cities of less than 12,000 population and centers located in rural unincorporated areas is a minimum of 50 percent of the County appropriation of Aging Program funds. The match requirement can be cash or in-kind contributions for which a fair market value can be established (see Table A).

- B. Centers that have local match of less than 50% at the time this policy is approved by the Council, as documented in Table A, will be allowed to continue at the lower rate. The match rate for centers below 50% will not, however, decrease below the rate shown in Table A.

Existing local resources must be maintained at current levels. Local match may decrease, however, in proportion to any decrease in County funding. It is further expected that centers will increase local support at a rate which is at least equal to any Cost of Living Allowance (COLA) provided by the County.

VI. Annexations, Incorporations, and Growth

- A. In the event that a senior center or community center which receives County support is in an area which incorporates as, is annexed to, or grows to become a city of over 12,000 total population, County funding shall be held-safe during a transition period to ensure continuity of services. The maximum length of the transition period shall be determined as follows:
1. Center is located in an incorporated area which reaches 12,000 total population by growth of population - two years after December 31 of the year in which the 12,000 limit is reached.
 2. Center is located in an incorporated area which reaches 12,000 total population through annexation of an adjacent unincorporated area - one year from December 31 of the year in which the annexation occurs. In the event that the 12,000 limitation is reached through a combination of annexation and population growth, the one year transition period shall apply.
 3. Center is located in an unincorporated area which is annexed by a city of greater than 12,000 total population - one year from December 31 of the year in which the annexation occurs.
 4. Center is located in an unincorporated area which incorporates as a city of greater than 12,000 population - two years from December 31 of the year in which the incorporation occurs.
- B. The incorporated city and town population count will be based on the figures in the annual publication "Population Trends for Washington State" which is published by the State of Washington, Office of Financial Management.

TABLE A

1989 Base Funding Levels and Local Match

<u>Senior/Community Center</u>	<u>King County Aging Program Funds*</u>	<u>Local Match**</u>
Black Diamond	\$ 12,735	\$ 2,200
Des Moines	20,808	60,941***
Enumclaw	9,864	19,485***
Federal Way	34,238	39,483
Highline	68,461	61,815
Issaquah	26,240	39,182***
Maple Valley	43,162	26,490
Mount Si	44,345	22,786***
Northshore	39,676	80,463***
Shoreline	74,278	35,719
Sno-Valley	41,364	75,353
Vashon	21,224	26,323

*Funding Level included in the 1989 original appropriation (Ordinance 8802)

**Local match as reported for the year 1989.

***Includes cash grants and/or in-kind contributions from local cities.

PART THREE
ALLOCATION PLAN-SUMMARY

7584

Following is a summary of projects requested for funding from the amount (\$196,750) which was set aside by the Council in the 1989 Budget Ordinance. The funding request is shown for a full year (in 1989 dollars) and for seven months of 1989. It is likely that new services could not begin before June 1.

Each of the projects shown in this summary is based upon the proposed funding policies and is discussed fully in the detail which follows.

I. Staffing Level Increase

A. Recommended increases to basic staffing levels:

<u>Center</u>	<u>Staff</u>	<u>Full Year Funding*</u>	<u>1989-7 months Funding*</u>
Federal Way	.5 FTE	\$10,400	\$ 6,067
Issaquah	.5 FTE	9,360	5,460
Vashon	.5 FTE	11,158	6,509
Enumclaw	.5 FTE	10,400	6,067
Mount Si	.5 FTE	8,958	5,226
Northshore	.25 FTE	4,781	2,789

B. Recommend increases above basic staffing levels:

<u>Center</u>	<u>Staff</u>	<u>Full Year Funding*</u>	<u>1989-7 months Funding*</u>
Federal Way (Satellite Site)	.25 FTE	3,749	2,187
Maple Valley (Outreach Staff)	.5 FTE	10,400	6,067
Pacific (Outreach Staff)	.5 FTE	6,175	3,602

II. Service Expansion and
New Initiatives

Pacific Community Center	11,835	6,904
Federal Way Korean Site	5,211	3,040
Maple Valley Transportation	772	450
Senior Rights Assistance	25,374	14,802
Social Day Care	57,083	33,298

III. Special Projects

Senior Housing Initiative	15,598	9,099
---------------------------	--------	-------

IV. Administrative Support
Needs

Housing Evaluation and Assessment		8,500
Secretarial Support	.5 FTE	7,320
Computer System		5,442

TOTAL	\$203,802	\$132,829
-------	-----------	-----------

*FTE costs are based on the actual costs of the individual centers.

This section presents detail regarding the programs for funding with the "set aside" amount (\$196,750).

The projects are categorized by type of expansion for ease in referencing the the applicable sections of the funding policy.

The description of each of the projects includes the following points; how the program addresses needs identified by the needs assessments, how the program relates to the proposed funding policy, specific details regarding the services provided by the program, and calculation of the amount of funds required.

I. STAFFING LEVEL INCREASES

A. Recommended increases to basic staffing levels.

The needs assessment indicates the importance of maintaining an adequate capacity in senior/community centers to meet the demands of the growing elderly population in unincorporated King County and the small cities. King County is solely responsible for funding these programs. The following requests serve to "shore up" senior center capacity and bring all King County funded centers up to standard relative to the number of elderly persons they serve.

Paragraphs II D.1, II E.1-2, and II G. of the proposed funding policy describe the standards used to develop this request. The funding policy also contains a provision that requires future requests for increases to the basic staffing level to be ranked according to the percent of vulnerable elderly served by the programs. It is not possible to rank these current requests by this factor since the data is a new requirement and has not yet been collected from the programs.

Current county-funded centers are categorized as follows based on the standards provided in the policy:

<u>Senior/ Community Center</u>	<u>Number of Partici- pants</u>	<u>Current Staffing Level</u>	<u>Additional Funding Source</u>	<u>Funding Policy Staffing Standards</u>	<u>Recommended Increase</u>
Black Diamond	244	1.0 FTE	United Way	1.0 FTE	None
Enumclaw	512	1.0 FTE	City of Enumclaw/ Title III Nutrition	1.5 FTE	.5 FTE

(table continued on next page)

Senior/ Community Center	Number of Partici- pants	Current Staffing Level	Additional Funding Source	Funding Policy Staffing Standards	Recommended Increase
Federal Way	1,606	1.5 FTE	--	2.0 FTE	.5 FTE
Des Moines	1,018	2.0 FTE	City of Des Moines	2.0 FTE	None
Highline	3,741	3.325 FTE	--	3.0 FTE	None
Issaquah	1,818	1.5 FTE	City of Issaquah (in-kind)	2.0 FTE	.5 FTE
Maple Valley	1,097	1.5 FTE	United Way	1.5 FTE	None
Mount Si	2,153	1.825 FTE	Cities of Snoqualmie and North Bend	2.5 FTE	.5 FTE
Northshore	4,066	3.25 FTE	United Way/ City of Bothell (in-kind)	3.5 FTE	.25 FTE
Shoreline	1,809	3.5 FTE	United Way	2.0 FTE	None
Sno-Valley	884	1.5 FTE	United Way	1.5 FTE	None
Vashon	1,302	1.5 FTE	United Way	2.0 FTE	.5 FTE

B. Recommended increases above basic staffing levels

- ° Federal Way Korean Elderly Project This project will establish a satellite site of the Federal Way Senior Center in unincorporated Federal Way for the provision of nutrition, health and other social services to 75 Korean elders. All of these elderly persons have income below 40% of the State median income, are minority, and are limited or non-English speaking. These persons do not currently have access to health, nutrition, or information and assistance due to language barriers, lack of transportation, lack of knowledge of available services and/or isolation. A quarter time bilingual person will be supervised by Federal Way Senior Center and will coordinate ethnic meals and transportation and arrange access to other needed services via the Federal Way Senior Center.

This satellite program will be located in a new building constructed by St. Luke's Lutheran Church in Federal Way. This building was built by the church for use by the Korean Elderly Fellowship, an organized group of Korean elderly, who have been meeting since 1982.

This project will meet two needs identified earlier in this paper; the need to provide culturally sensitive programs, and the need to expand the capacity of the senior program.

The portion of the Federal Way Korean Elderly Project that relates to an FTE request is included in this section. The transportation and nutrition portions are included in the next section. The request for a 1/4 time coordinator conforms to the relevant sections of the proposed funding policies, paragraphs II D.2. and III A.5.

- ° Pacific Community Center Funding for this center will formally add an elderly program component to the Pacific Community Center. This component, as funded by the Aging Program, will include information and assistance/outreach, nutrition and transportation services.

Pacific Community Center is the only center in the area and provides transportation, recreation, education, information and referral services to residents of Pacific and Algona. The center has a senior program which, in 1987, served 225 older persons. A total of 22,644 persons (duplicated count) including youth, adults and elderly received services at the center in 1987. The population of persons 55 and older living in the service area in 1987, is estimated by OFM to have been 700. The elderly population served by Pacific Community Center is heavily weighted on the "vulnerability" scale; 50% are 75 years old or older, 62% are below 40% of the State median income, 52% are homebound or disabled and 48% live alone.

A halftime outreach worker will provide coordination for the services specifically directed toward elderly persons and will provide information and assistance/outreach to elderly persons who have not been able to access community center services. The center estimates that 261 persons will be served through this effort. This project will meet several needs identified earlier; the need to provide information and assistance/outreach to isolated areas of King County, the need to fill gaps left by the inadequate funding of "core services", and the need to expand the capacity of the senior center/community center program to meet the growing demand in unincorporated King County and the small cities.

The portion of the Pacific Community Center that relates to the half time outreach worker/coordinator is included in this section. The transportation and nutrition portions are included in the next section. The request for an outreach worker conforms to paragraphs II D.3. of the proposed funding policy. The match requirement, specified by paragraph V A.2., has been satisfied by the contribution of \$10,155 from City of Pacific which constitutes 56% of the proposed county contribution.

- Maple Valley Community Center Additional funding for this center will provide a halftime information and assistance/outreach worker and a limited number of van transportation trips. Due to the rural nature of Maple Valley, and the limited alternatives for transportation, many elderly residents are not aware of or able to access available services. Based on information obtained from current participants in center activities, Maple Valley Community Center estimates that as many as 200 new clients will be identified and assisted via the information and assistance/outreach worker. The center currently has several programs in which 100% of the elderly persons served are low income. Center staff estimate that, due to the nature of service to be provided by the outreach worker, the vast majority (if not all) of the persons served will be low income.

The information and assistance/outreach worker will take the following actions to identify and obtain referrals for "new" vulnerable elderly persons;

- submit articles for publication by local papers regarding services available and signs to watch for to determine if an elderly person should receive assistance,
- meet with civic groups, church groups and the local Chamber of Commerce, and
- train current participants of the community center to recognize and refer vulnerable elderly persons that they may be aware of.

The outreach worker will follow up on referrals by going to the elderly persons home, if necessary, to evaluate the situation and begin to assist them. The worker will function as a liaison between other systems and the elderly person to ensure that they receive the benefits and help that they need.

Similar to the projects mentioned above, the FTE portion of this request is included in this section; the transportation portion is included in the next section. The request for an outreach worker conforms to paragraph II.D.3. of the revised funding policy.

C. Cost Of Staffing Requests (Based on Rate of Pay at Individual Centers)

Following is detail regarding the calculation of each of the staff level increases described in sections A and B above.

◦ Recommended increases to basic staffing levels

Federal Way - .5 FTE @ \$8.00 per hr. plus 25% benefits		
	1040 hours	\$ 8,320
	benefits	2,080
		<u>\$10,400</u>

Issaquah - .5 FTE @ \$7.20 per hr. plus 25% benefits		
	1040 hours	\$ 7,488
	benefits	1,872
		<u>\$ 9,360</u>
Vashon - .5 FTE @ \$8.58 per hr. plus 25% benefits		
	1040 hours	\$ 8,923
	benefits	2,235
		<u>\$11,158</u>
Enumclaw - .5 FTE @ \$8.00 per hr. plus 15% benefits		
	1040 hours	\$ 8,320
	benefits	2,080
		<u>\$10,400</u>
Mount Si - .5 FTE @ \$7.49 per hr. plus 15% benefits		
	1040 hours	\$ 7,790
	benefits	1,168
		<u>\$ 8,958</u>
Northshore - .25 FTE @ \$7.536 per hr plus 22% benefits		
	520 hours	\$ 3,919
	benefits	862
		<u>\$ 4,781</u>
° <u>Recommended increases above basic staffing levels</u>		
Federal Way - .25 FTE bilingual meal and activity coordinator		
Korean Site \$5.767 per hr. plus 25% benefits		
	520 hours	\$ 2,999
	benefits	750
		<u>\$ 3,749</u>
Maple Valley - .5 FTE Outreach/Information and Assistance		
Comm. Center Coordinator @ \$8.00 per hr. plus 25% benefits		
	1040 hours	\$ 8,320
	benefits	2,080
		<u>\$10,400</u>
Pacific - .5 FTE Outreach/Information and Assistance		
Coordinator @ \$4.75 per hr. plus 25% benefits		
	1040 hours	\$ 4,940
	benefits	1,235
		<u>\$ 6,175</u>

II. SERVICE EXPANSIONS AND NEW INITIATIVES

- ° Pacific Community Center - Transportation and Nutrition This is the companion piece to the earlier Pacific Community Center proposal. This request provides a subsidy to USDA funds, and client donation, to provide 2 meals per week for 50 persons.

The center has provided meals to elderly residents on a donation basis but is unable to continue to subsidize the program. The transportation request will provide 20 round trips per week to ensure that less mobile vulnerable elderly persons can have access to the nutrition and medical services provided by the center. As documented by the needs assessment, provision of these services is necessary to allow vulnerable elderly persons to maintain their independence.

Both the nutrition and transportation services are "core services" funded by SKDOA. United Way also funds these services for selected agencies. Neither of these funding sources are able to add new programs at this time due to reductions in federal funds (Gramm-Rudman-Hollings Act) and United Way donations. The proposed funding policy, however, allows funding such services (paragraphs IV A. and B.) when existing SKDOA services are not available in the area or sufficient to meet the need.

The funding request for Pacific Community Center Transportation and Nutrition is as follows (Note: The outreach component for Pacific Community Center was presented earlier.)

Nutrition:

Cost per meal	\$2.00	
Client donation		\$.65
USDA funds available		.56
King County Government request		<u>.79</u>
	\$2.00	\$2.00

2 meals per week for 50 persons
= 5200 meals per year @ \$.79 = \$ 4,108

Transportation: 20 one-way trips per week
= 1040 van trips per year @ \$7.43 = \$ 7,727

Total request for Pacific Community Center Transportation
and Nutrition \$11,835

- Federal Way Senior Center Korean Site - Nutrition and Transportation
This is the companion piece to the earlier Federal Way Korean Elderly proposal and the justification for it is similar to that presented above for Pacific Community Center. This request provides a subsidy to USDA funds, and client donation, to provide 1 meal per week for 75 persons. The meal will be comprised of Korean cuisine and will be provided via the Federal Way Senior Center. Transportation will be provided to the one day a week program by South King County Van-Go Service.

Requested funding is as follows:

Nutrition:

Cost per meal	\$2.00	
Client donation		\$.50
USDA funds available		.56
King County Government request		<u>.94</u>
	\$2.00	\$2.00

1 meal per week for 75 persons
= 3,900 meals per year @ \$.94 = \$3,666

Transportation: 4 one-way trips per week
= 208 van trips per year @ \$7.43 = \$1,545

Total Request for Federal Way Korean Site Transportation
and Nutrition \$5,211

- Maple Valley Community Center - Transportation This is the companion piece to the earlier request for a half time outreach worker. The transportation service requested will enable the isolated elderly persons, who have been identified by the information and assistance/ outreach worker, and who have no other form of transportation available to them, to be transported to the nutrition and health services at the center. The request is for one round trip per week in a van that can carry several passengers.

This request relates to the needs assessment and the funding policy in similar fashion as described above for the Pacific Community Center and Federal Way Korean Elderly Program.

Requested funding is as follows:

Transportation: 2 one-way trips per week	
= 104 van trips per year @ \$7.43 =	\$ 772
Total Request for Maple Valley transportation	\$ 772

- Senior Rights Assistance - Legal Assistance Services The Senior Rights Assistance program trains volunteers to assist King County's older residents in Social Security issues, Medicare, Medicaid problems, supplemental health insurance, long-term care insurance, information regarding wills, estate planning and other legal matters. The service is free and provides a range of service not available from any other provider. The legal assistance service is different from the legal services which are one of SKDOAs "core services." Legal services, as funded by SKDOA, are services provided by lawyers. Legal assistance is provided by paralegal personnel and trained volunteers. The legal assistance service serves, for some persons, as a screening and referral point for legal services.

Senior Rights Assistance works cooperatively with senior centers outside the City of Seattle to provide free paralegal service to older clients on a local basis. Staff of Senior Rights Assistance train local volunteers who provide this assistance in their own community senior center. This program served 9,700 elderly King County residents in 1988; of those, 3,880 (40%) lived outside the City of Seattle. Of the total served, 42% were 75 years old or older and 57% lived alone.

At the present time there is only one paid staff person operating the program which is administered by Senior Services of Seattle/King County (SSSKC). One hundred volunteers serve the entire County (45 in the balance of the County). Current volunteers who serve outside the City of Seattle report that they cannot meet the demand for assistance. Volunteers need to be recruited and trained. Senior Rights Assistance has requested funding for an administrative assistant who will work exclusively in unincorporated King County and small cities, developing new sites at senior centers and recruiting, training and supervising volunteers. Using volunteers, this service will be available in each senior center and community center funded by King County.

Current revenue sources for Senior Rights Assistance are United Way (56%), fund raising (24%), donations and small government grants.

The need for this service is documented in the needs assessment and paragraph IV.D. of the revised funding policy provides for allocation of funds for this service.

Requested funding is as follows:

One FTE administrative assistant @ \$8.732 per hr. for 2,080 hours	\$18,163
benefits @ .27% (SSSKC)	4,904
10% Administrative fee	<u>2,307</u>
Total request for Senior Rights Assistance	\$25,374

° Social Day Care

Social day care is a respite care program serving those elderly most at risk of institutionalization and the family caregivers who serve them. When the "oldest of the old" population (those over 85) or those who suffer Alzheimer's or have had a stroke need assistance, their adult children caregivers are often themselves senior citizens who must stretch their own fixed incomes and find a way to provide daily care for their aged parents. Social day care not only provides the "senior child-caregivers" an occasional break but also provides a means by which the elderly parents can routinely and easily access health and social services. In this way, the social day care service addresses the need for "options in long term care" which was identified by the needs assessment. Services, such as social day care, will enable many elderly persons to remain living with their families for a longer period of time and thus avoid institutionalization.

Additional features of this program, in conformance with the funding policy (paragraph IV C), are as follows.

- The five projects which are proposed for funding are located such that the program will be sited evenly, although thinly, throughout unincorporated King County and the small cities.
- The program will be operated via existing county funded senior programs.
- Each program will charge fees based on an ability-to-pay sliding fee scale. The fee scale used by the program will be consistent across all programs and will be approved by the county. The fees will be combined with grants and other funds collected from the community to defray costs such as supplies and equipment which are not included in this proposal.

- Local match will be provided by cash or in-kind contribution such as volunteer time (all programs will rely heavily on volunteer labor), health services provided by local hospitals and donated space from churches and retirement homes.
- Based on experience with the Northshore social day care program, expansion is projected in the future for the sites selected. As clients increase, extra days will be added resulting in more coordinator hours and transportation and nutrition subsidy. Aging Program staff expect that these sites, if their programs are successful, will request funding for another day of service in the King County 1991 budget. Two factors, however, will work to reduce the amount of this request:
 - a. Additional clients will produce additional revenue which should reduce the amount requested from King County.
 - b. Coordinators of the program will have the remainder of 1989 and the first part of 1990 to develop resources (such as United Way), seek grants and solicit additional community support.

Specific detail regarding the proposed sites and derivation of the budget for each follows.

Vashon Island The elderly residents of Vashon Island are isolated in the sense that it is not practical to leave the Island to obtain daily care. Vashon Senior Center has arranged for a day care center to be located in a nearby church hall which will operate one day a week. This program will serve approximately 15 persons per week. Support is requested for one eight hour per week coordinator, transportation and a meal subsidy as follows:

Coordinator: 8 hrs. per week = 416 hours		
per year @ \$8.27 =		\$3,440
	benefits @ 29% =	<u>997</u>
	Total	\$4,437
Transportation: 2 one-way trips per week		
= 104 van trips per year @ \$7.43 =		\$ 772

Nutrition: (based on 15 participants per week)

Cost per meal	\$2.00	
Client donation		\$1.00
USDA funds available		.56
King County Government request		<u>.44</u>
	\$2.00	\$2.00

1 meal per week for 15 persons
 = 780 meals per year @ \$.44 = \$ 343

Total request for Vashon Social Day Care \$5,552

Sno-Valley Senior Program The Sno-Valley Senior Program serves elderly persons from the rural areas of Carnation, Duvall, Fall City, and Preston, (upper and lower Snoqualmie Valley), where services are not as easily accessed as in the suburban areas. Plans have been made to use space in the Sno-Valley Community Center as a day care center; alternative locations are being sought if a suitable rent agreement cannot be reached. Volunteers have been recruited through the senior center and a local church. The day care center will be open one day a week and will serve approximately 15 persons per week. Support is requested for one eight hour per week coordinator, transportation, and a meal subsidy as follows:

Coordinator: 8 hrs. per wk. = 416 hrs. per year
 @ \$8.27 = \$3,440
benefits @ 29% = 997
Total \$4,437

Transportation: 2 one-way trips per week
 = 104 van trips per year @ \$7.43 = \$ 772

Nutrition (based on 15 participants per week)

Cost per meal	\$2.00	
Client donation		\$1.00
USDA funds available		.56
King County Government request		<u>.94</u>
	\$2.00	\$2.00

1 meal per week for 15 persons
 = 780 meals per year @ \$.44 = \$ 343

Total request for Sno Valley Social Day Care \$5,552

Des Moines - Highline - Federal Way The Des Moines, Highline, and Federal Way Senior Centers have been joined by the Judson Park Retirement Center and Highline Community Hospital in planning for a social day care center for frail elderly in the area. The program will be provided at Des Moines Senior Center, with health services provided by Highline Community Hospital, and will serve persons for the surrounding areas of Highline and Federal Way. The day care center will be open one day a week and will serve approximately 20 persons per week. Support is requested for one eight-hour per week coordinator, transportation and a meal subsidy as follows:

Coordinator: 8 hrs. per week = 416 hrs. per year		
@ \$8.27 =		\$3,440
	benefits @ 29% =	<u>997</u>
	Total	\$4,437

Transportation: 2 one-way trips per week		
= 104 van trips per year @ \$7.43 =		\$ 772

Nutrition: (based on 20 participants per week)

Cost per meal	\$2.00	
Client donation		\$1.00
USDA funds available		.56
King County Government request		<u>.44</u>
	\$2.00	\$2.00

1 meal per week for 20 participants		
= 1040 meals per year @ \$.44 =		\$ 458

Total request for Des Moines, Highline, and Federal Way Social Day Care		\$5,667
---	--	---------

Maple Valley - Black Diamond - Enumclaw Maple Valley Senior Center serves elderly citizens from a large predominately rural area extending into Issaquah. Services are not as easily accessed as in suburban areas. Plans have been made to use an area in the Maple Valley Community Center and a local church for day care services. Volunteers have been recruited from the senior program and the church. The day care center will be open one day each week and will serve approximately 15 persons per week. Support is requested for one-eight hour per week coordinator, transportation and a meal subsidy, as follows:

Coordinator: 8 hrs. per week = 416 hrs. per year		
@ \$8.27 =		\$3,440
	benefits @ 29% =	<u>997</u>
	Total	\$4,437

Transportation: 2 one-way trips per week
 = 104 van trips per year @ \$7.43 = \$ 772

Nutrition: (based on 15 participants per week)

Cost per meal	\$2.00	
Client donation		\$1.00
USDA funds available		.56
King County Government request		.44
	<u>\$2.00</u>	<u>\$2.00</u>

1 meal per week for 15 participants
 = 780 meals per year @ \$.44 = \$ 343

Total request for Maple Valley - Black Diamond-
 Enumclaw Social Day Care \$5,552

Northshore "Time Out" Transportation Additional transportation funding is also requested for the Northshore "Time-out" Day Care Program. This program, attached to the Northshore Senior Center, is an already established, five day a week model day care program which operates from three sites in the Bothell - Woodinville - Juanita - Shoreline communities. King County currently supports a half-time staff person for this program but additional transportation is needed for the three sites. The transportation request is as follows:

Bothell Site (including Juanita)
 2 one-way trips per week
 = 104 van trips per year @ \$7.43 = \$ 772

Woodinville Site
 2 one-way trips per week
 = 104 van trips per year @ \$7.43 = 772

Shoreline Site
 2 one way trips per week
 = 104 van trips per year @ \$7.43 = 772

Total Request for Northshore Transportation \$2,316

Coordination of Social Day Care Program by Senior Services of Seattle/King County (SSSKC) The Aging Program will contract with SSSKC to coordinate and administer the proposed day care centers in the County outside the City of Seattle. SSSKC, which jointly funds Northshore, Shoreline, Black Diamond, Vashon, Maple Valley, and Sno-Valley senior programs with the County, has the experience to oversee the establishment of sites, recruitment and training of volunteers, development of resources and programs, and interaction with family and community.

SSSKC will perform the following services:

7584

- contract with the sites listed above for Social Day Care Services,
- coordinate the transportation and nutrition facets of the program,
- coordinate the reporting of financial and statistical information, and
- employ a full-time social worker who will visit each site one day a week to provide client and care-giver counseling and provide technical assistance for program planning. The Northshore "Time-Out" model has proven that the social worker aspect of the program has improved the program by contributing professional skills and knowledge.

The cost related to SSSKC coordination of the Social Day Care Program is as follows:

° 1 FTE Social Worker = 2080 hrs. @ \$10.158 per hr.	\$21,128
benefits @ 29%	<u>6,127</u>
	\$27,255
° Administrative Fee @ 10% =	<u>5,189</u>
° Total Request for SSSKC Coordination	\$32,444

Summary of Social Day Care Program Request

Vashon Island (1 day per week)		
Coordinator	\$ 4,437	
Transportation	772	
Nutrition	<u>343</u>	
		\$ 5,552
Sno-Valley (1 day per week)		
Coordinator	\$ 4,437	
Transportation	772	
Nutrition	<u>343</u>	
		\$ 5,552
Des Moines (1 day per week)		
Coordinator	\$ 4,437	
Transportation	772	
Nutrition	<u>458</u>	
		\$ 5,667

Maple Valley (1 day per week)			
Coordinator	\$ 4,437		
Transportation	772		
Nutrition	<u>343</u>		
			\$ 5,552
Northshore (5 days per week)			
Transportation	\$ 2,316		
			\$ 2,316
SSSKC Day Care Coordination			
Social Worker	\$27,255		\$27,255
Administrative fee @10%	\$ 5,189		<u>5,189</u>
Total Request for Social Day Care			\$57,083

7584

III. SPECIAL PROJECT - Senior Housing Initiative

Construction of twenty senior housing facilities began as long as twenty-two years ago. The original residents of these facilities have "aged in place" and now average 75 years of age. Approximately 12% of the residents have resided there at least 20 years. Significant numbers of residents are experiencing increased levels of frailty and a subsequent reduction in independent living skills. (See Attachment C).

As stated in the needs assessment, the Housing Authority of the County of King (HACK), King County Aging Program and the Seattle-King County Division on Aging (SKDOA), conducted a study of residents of two older housing units. These facilities were selected because they have the highest number of "oldest old" residents. The tenants, who were individually interviewed, identified the need for nutrition services, transportation, foot care, shopping assistance and recreational/social activities.

King County Aging Program, HACK, and the SKDOA are proposing a pilot program to address these needs while allowing residents to remain in their current housing arrangements. Proposed services to be coordinated include on-site nutrition two days a week, on-site health, education, social and recreational activities and an information and assistance system that can help the residents obtain more specialized services. Transportation will also be provided for doctor's visits, shopping and for trips to the local senior center. The survey suggests that approximately 90% of the residents will use a mix of proposed services which will be available to all residents.

King County Aging Program staff determined by site visits and resident interviews that two sites in unincorporated King County, Munro Manor (60 residents) in the Burien area, and Northridge I and II (140 residents) in the north end, are most in need of on-site services.

King County Aging Program proposes to contract with Neighborhood House to provide nutrition and an on-site services coordinator to provide the needed services to Munro Manor. Neighborhood House currently provides similar services to other senior housing facilities and has the necessary experience. Residents of Northridge I and II are currently being served by Fremont Public Association via a 1989 Special Program contract with King County. The Aging Program is monitoring the performance of this program even though the funds are not included in the Aging Program appropriation.

This proposal is consistent with the findings of the needs assessment and the provisions of the funding policy (paragraph IV E.).

Cost of services to be provided to Munro Manor residents include:

Nutrition

Cost per meal	\$2.00	
Client donation		.75
USDA funds available		.56
King County Government Request		<u>.69</u>
	\$2.00	\$2.00

.2 meals per week for 40 residents
= 4160 meals per year @ \$.69 = \$ 2,870

On-Site Cook, preferably resident,
8 hrs. per week x 52 weeks = 416 hrs.
@ \$5.45 per hour (including benefits) = \$ 2,267

Activity and Outreach Person

.5 FTE = 20 hours per week X 52 weeks
= 1040 hrs. @ \$7.21 per hr. (including benefits) = \$ 7,498

Transportation: 4 one-way trips per week
= 208 van trips per year @ \$7.43 = \$ 1,545

Other

Administrative fee to Neighborhood House @ 10% \$ 1,418

Total Request for Senior Housing Initiative \$15,598

IV. ADMINISTRATIVE SUPPORT NEEDS

A. Housing Evaluation and Assessment

The Aging Program, in cooperation with HACK, will contract for an evaluation of the two housing support demonstration projects. The evaluation and assessment will include client service utilization data, outcome measures, additional service needs, projected cost for meeting additional needs, sources of funding for services, strategies for obtaining additional funds, projected needs in other HACK sites, and costs of expansion into other HACK sites. The consultant's work will be completed by December 31, 1989. The complete report, which will be finished by Human Services Division staff, will be completed by April 30, 1990.

This project is consistent with the funding policy (paragraph IV.E.) and will serve as a basis for decisions regarding future funding.

Consultant fees: 528 hours @ \$15 per hr. =	\$7,920
Materials, supplies:	<u>580</u>
Total Request for Housing Evaluation	\$8,500

B. Increase Office Technician I (OT I) to Full Time

Aging Program responsibilities and workload have increased in recent years. The current and future Aging Program workplan includes substantially more planning, needs assessment, and project evaluation work than in past years. This "new" workload with the recent expansion in numbers and types of contracts written and managed by the Aging Program e.g., eight new contract exhibits were written for 1989 which includes three Special Program projects, has far exceeded the capacity of the current .5 FTE OT I. To stretch their resources further, the Aging Program has arranged with the American Association of Retired Persons, to provide, at no cost to the County, a receptionist to answer telephones and perform light clerical duties such as stuff envelopes and sort incoming mail for both the Aging and Developmental Disabilities Programs. This has freed the OT I from these "receptionist" duties but has not saved enough time to meet the increased demand for typing and other office work.

Secretarial Support: .5 FTE for 7 mo. beginning =	\$5,652
June 1, 1989	
FICA and benefits	<u>1,668</u>
Total Request for OT I Increase	\$7,320

C. Purchase Computer, Laser Printer, and Software

7584

Aging Program professional and support staff will be able to increase their efficiency and productivity with the aquisition of the computer related equipment, and software listed below.

Currently, the program secretary (an OT I) uses an early model CPT brand dedicated word processor which is on temporary loan from the Department of Human Resources/Community Services Division (DHR/CSD). The machine does not have a printer. The secretary is able to print materials only when she is able to access an available CPT machine with a printer in the Mental Health Program or Developmental Disabilities Program. Prior to the loan of the machine from DHR/CSD, the Aging Program secretary used time on the machines in the Developmental Disabilities and Mental Health Programs. Growth in the volume of work in both of those programs has reduced the amount of time their CPTs are available for use for word processing and/or printing Aging Program work. At the same time the work volume in the Aging Program has increased markedly with a larger number of contracts and contractors.

Acquisition of a personal computer with a laser jet printer is preferred over the addition of CPT dedicated word processor equipment because of both the lower cost and greater flexibility of the computer. The Aging Program Social Services Coordinator will be able to increase her productivity by using the computer for data analysis, contract monitoring, and preparation of site visit reports.

The following equipment will meet the Aging Program's needs for word processing and analysis.

IBM AT Compatible Clone with 40 megabyte hard disk and two floppy disk drives	\$1,702
Laser Jet Printer	1,580
Power Surge Suppressor	12
MS DOS Operating System	70
Software for word processing, data management and analysis	892
Computer workstation furniture	<u>778</u>
	\$5,034
	<u>408</u>
	Sales tax @ 8.1%
Total Request for Computer Equipment	\$5,442

ATTACHMENT A
1978
KEY ELEMENTS OF SENIOR AND
COMMUNITY CENTER FUNDING POLICY

7584

I. THE COUNTY WILL FUND BASIC ADMINISTRATIVE COSTS FOR SELECTED CENTERS

These include administrative staff, rent, utilities, equipment, office supplies and services, and other costs associated with administering a center program.

II. RECOMMENDED STAFFING PATTERNS

A. Senior Centers

1. Urbanized areas with more than 4,000 persons over age 60:

- full-time director
- full-time program coordinator
- full-time bookkeeper/secretary

2. Suburban areas with 3,000-4,000 persons over age 60:

- full-time director
- full-time program assistant

3. Rural areas and small towns with 1,500-3,000 persons over age 60:

- full-time director
- half-time secretary

4. Staffing levels for programs which serve less than 1,500 seniors will depend on the nature of the program and the number of clients served.

B. Community Centers

- full-time director
- half-time secretary

III. RECOMMENDED FUNDING FORMULA

7584

A. Unincorporated Areas

Funding level: 90% of administrative costs

Affected areas:

<u>1979</u>	<u>1980</u>
Highline	Highline
Shoreline	Shoreline
Maple Valley (Community Center)	Maple Valley (Community Center)
	Vashon Island

Unincorporated areas not recommended for funding: Federal Way, due to substantial local resources which now support a senior center program above recommended levels.

B. Small, Isolated Cities

Definition: Service area with incorporated jurisdiction(s) of less than 2,500 residents which is more than 15 miles from a city with more than 15,000 residents.

Funding level: 80% of administrative costs

Affected areas: Mt. Si Senior Center (serves North Bend and Snoqualmie)
Sno-Valley Multi-Service Center (serves Carnation and Duvall)

C. Moderate Sized Cities

Definition: Service area containing a city with fewer than 6,000 residents which is more than 15 miles from a city with more than 15,000 residents.

Funding level: 50% of administrative costs

Affected areas:

<u>1979</u>	<u>1980</u>
Northshore (Bothell)	Northshore (Bothell)
	Enumclaw
	Issaquah

IV. AREAS NOT RECOMMENDED FOR FUNDING

A. Suburban Cities

Definition: Cities with more than 6,000 residents

Funding level: No funding recommended for administration; continued direct services funding.

Affected areas: Auburn
 Bellevue
 Des Moines
 Kent
 Kirkland
 Mercer Island
 Redmond
 Renton

B. Other Cities Not Recommended for Funding

<u>City</u>	<u>Reasons</u>
Black Diamond	Small number of seniors - 336 (1970 census) Proximity to another center - 8 miles from Maple Valley. Proximity to city with more than 15,000 residents - 12 miles from Auburn
Tukwila	Proximity to Seattle and to programs in Highline and Renton Substantial local tax base
Algona, Clyde Hill, Hunts Point, Lake Forest Park, Medina, Normandy Park, Pacific	Located within service areas which are served by an existing program. County provides assistance through H&CD Block Grant funds and King County Parks.

ATTACHMENT B

1963

SENIOR CENTER FUNDING POLICY

1. King County will provide funding, to the extent that resources are available, for senior and community centers that meet the following criteria:
 - located in unincorporated King County;
 - located in incorporated jurisdictions of not more than 12,000 residents.
2. County funds will be provided to no more than one center in service areas with less than 10,000 persons aged 60 and over.
3. Funding levels provided by the county to senior and community centers in 1963 shall constitute the base funding level for each center.
4. Any reductions brought about by changes in county funding levels will be made by reducing each center's current allocation level on an equal percentage basis.
5. It is likely that county budget constraints will continue for the foreseeable future. However, should additional funds be appropriated by King County for senior and community center support, allocation will be based on a weighted incentive formula which includes the following factors:
 - number of unduplicated clients served;
 - number of low-income clients served;
 - the proportion of service area population reached.

The maximum award to be made to any one center will be 20 percent of the total county funds to be allocated.

The incentive formula will be calculated as follows:

$$\frac{\text{Total New County Allocation}}{\text{Total Weighted Population}} \times \text{Center Weighted Population} = \text{Center Allocation Amount (up to 20\% of total allocation amount)}$$

The weighted client population will be determined for each center by adding together the unduplicated number of clients, the number of low-income clients, and the number of clients served in excess of the average percentage of service area population served.

Example:

Number of unduplicated clients served	700
Number of low-income clients served	350
Percentage of service area population reached	76%
Average percentage of service area population reached by all centers	46%

$$700 + 350 + (.3 \times 700) = 1,260 \text{ weighted client population}$$

6. Existing local resources must be maintained at current levels. Ten percent of additional county funds above the base funding level must be matched by locally generated resources.
7. King County recognizes that service areas with more than 10,000 senior residents may require more services than can be provided by one center. Funding for a satellite program or second senior center may be considered provided the following conditions are met:
 - a non-profit board of directors or a subcommittee of an existing board of directors is organized to investigate the feasibility of establishing a new program;
 - evidence of strong community support is demonstrated through substantial financial and volunteer support;
 - incorporated jurisdictions to be served by the proposed program approve its establishment and agree to provide required matching funds for base funding levels and incentive awards;
 - appropriate facility and support services are identified which meet the senior center standards adopted by the Seattle-King County Division on Aging.
8. If funding for a new program is approved, the initial allocation or "base" level and the local match requirement will be determined according to the 1978 senior center funding policy, updated to reflect inflation. The base allocation will take into account other resources that may be available to the center to support operating expenses. In no case will the initial base allocation exceed the funding provided to centers of comparable size serving similar communities.
9. King County reserves the right to reduce or eliminate funding for senior and community centers should changes in county priorities or revenues occur.

 KING COUNTY
HOUSING AUTHORITY

7584

Commissioners:

JERRY ROBINSON, *Chair*
ROBERT BISNETT, *Vice Chair*
HAROLD BOOKER
JEAN ARCHER
NAN ROSENBERG

Executive Director:

JIM WILEY

January 27, 1989

Ms. Gene Brooks
King County Aging Programs
512 Smith Tower Building
Seattle, Washington 98104

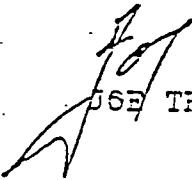
Dear Gene:

Per your request, I have enclosed:

1. Developments, and number of elderly in each of the 22 buildings;
2. Amount of income of all elderly families; and
3. Ages of elderly residents.

Please let me know if you will need any further information.

Sincerely,


JOSE THOMAS

Occupancy Breakdowns

Public Housing/New Construction

<u>Development</u>	<u>Total Units</u>	<u>Elderly</u>	<u>Location</u>
Green River Homes I	60	21	Auburn
Green River Homes II	60	25	Auburn
Park Lake Homes I	569	161	White Center
Park Lake Homes II	165	73	White Center
1. Wayland Arms	67	67	Auburn
2. Forest Glen	40	40	Redmond
Avondale Manor	20	1	Redmond
Valli Kee Homes	114	34	Kent
3. Mardi Gras	61	61	Kent
4. Plaza Seventeen	70	70	Auburn
Firwood Circle	50	11	Auburn
5. Boulevard Manor	70	70	Blvd Park
6. Paramount House	70	70	N.E. 145th
7. Northridge House	70	69	North City
Ballinger Homes	110	22	N.E. Ballinger
8. Riverton Terrace	60	37	Riverton Hgts
9. Munro Manor	60	60	Burien
10. Southridge House	80	80	Federal Way
11. Casa Juanita	80	80	Juanita
12. Yardley Arms	67	67	Hazel Valley
13. Briarwood	70	70	Richmond Hlds
14. Brittany Park	43	43	Normandy Park
15. Casa Madrona	70	70	Olympia
Burndale Homes	50	5	Auburn
16. Eastridge House	40	40	Issaquah
17. Northridge II	70	70	North City
18. The Lake House	70	70	Echo Lake (N)
Springwood Apartments	346	38	Kent
Cascade Apartments	108	11	Bellevue
Eastside Terrace	50	12	Bellevue
Glenview Hgts	10	3	Renton

Occupancy Breakdowns
Public Housing/New Construction

(Continued)

<u>Development</u>	<u>Total Units</u>	<u>Elderly</u>	<u>Location</u>
Evergreen Court	30	3	Federal Way
College Place	51	9	Bellevue
19. Gustaves Manor	35	35	Auburn
Forest Grove	25	2	Redmond
Kings Court	30	4	Federal Way
Pickering Court	30	3	Snoqualmie
Green Leaf	27	4	Bothell
Cedarwood	25	1	Kirkland
Juanita Court	30	2	Kirkland
Juanita Trace	39	5	Kirkland
Wells Wood	30	1	Woodinville
Kirkwood Terrace	29	3	Kirkland
20. Burien Park	102	102	Burien
21. The Northwood	34	34	Bothell
22. Northlake House	38	38	Bothell
Total	3,424	1,797*	

*Elderly/Disabled Families in Occupancy 3/31/88

D. Income

1. Amount of Income of All Elderly Families

<u>Amount</u>	<u>No. of Tenants</u>	<u>%</u>
0 - 999	1	
1,000 - 1,999	0	
2,000 - 2,999	5	
3,000 - 3,999	30	(5%)
4,000 - 4,999	362	(27%)
5,000 - 5,999	253	(19%)
6,000 - 6,999	237	(18%)
7,000 - 7,999	168	(13%)
8,000 - 8,999	103	(8%)
9,000 - 9,999	72	(5%)
10,000+	<u>105</u>	(8%)
Total	1,336	

*Median Income--\$6,071-----

2. Source of Income for All Elderly Tenants

<u>Source</u>	<u>No. of Tenants</u>	<u>%</u>
Social Security	1,306	(41%)
Asset Income	1,170	(36%)
Retirement Pension	376	(12%)
Public Assistance	268	(8%)
Other	58	(2%)

ATTACHMENT C

Distribution of Elderly

7584

Senior Hi-Rise Development

1988

	<u>Under 62</u>	<u>62-70</u>	<u>71-75</u>	<u>76-80</u>	<u>81-85</u>	<u>86-89</u>	<u>90+</u>
Wayland Arms	3	14	12	17	13	6	4
Forest Glen	4	12	9	9	7	1	1
Mardi Gras	1	9	12	13	17	7	3
Plaza 17	3	14	12	25	9	7	2
Blvd Manor	8	21	13	14	8	6	3
Paramount House	15	15	6	10	8	10	6
Northridge I	7	16	11	15	13	9	3
Riverton Terrace	6	9	4	2	5	3	2
Munro Manor	1	13	11	13	12	5	5
Southridge House	1	13	15	22	16	8	9
Casa Juanita	13	17	17	21	10	5	2
Yardley Arms	6	20	17	14	7	3	2
Briarwood	7	18	15	14	10	9	1
Brittany Pk	4	10	7	7	9	3	4
Casa Madrona	5	12	10	17	13	14	2
Eastridge House	0	10	13	7	10	2	1
Northridge II	15	21	9	10	11	3	1
Lake House	5	10	12	22	12	7	6
Northwood	4	8	8	7	4	4	0
Northlake	4	6	8	16	5	3	1
Burien Park	5	28	14	32	24	2	1
Gustaves Manor	1	7	11	8	7	3	1
Total	118	303	246	315	230	121	60