



EvCC Contract Number 21220120ILA Amendment No. 7

**SNOHOMISH COUNTY HUMAN SERVICES DEPARTMENT**  
3000 ROCKEFELLER AVENUE, M/S 305 | EVERETT, WA 98201  
(425) 388-7200

**RECEIVED**

FEB 19 2025

HUMAN SERVICES DEPARTMENT  
CONTRACTS DIVISION

**INTERLOCAL (ILA) AMENDMENT**

1. ILA Number:  EL-21-80-07-052	2. Amendment Number:  7	3. This Amendment herein- after identified as: EL-21-80-07-052(7)	4. Amount of Services and Expenditure Plan:  \$310,829.16
5. Name and Address of Contracting Organization: Everett Community College 2000 Tower Street Everett, WA, 98201  <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Contractor		6. Title of Project / Service: Puget Sound Taxpayers Accountability Account	

7. THIS ITEM APPLIES ONLY TO BILATERAL AMENDMENTS.  
The ILA identified herein, including any previous amendments thereto, is hereby amended as set forth in Item 8 below by mutual consent of all parties hereto.
8. TERMS OF AMENDMENT. (Indicate the amount of an increase/decrease in ILA and new beginning and ending dates, if applicable). The ILA referred to in Item 1 above is revised as follows:
- A. The ILA amount is increased by \$25,401.38 for a new ILA amount of \$310,829.16.
  - B. Approved ILA Budget Exhibit C-6 is superseded with Exhibit C-7, as attached.
  - C. Approved ILA Service Expenditure Plan Exhibit D-5 has been amended to reflect the increase in funds.
  - D. Approved ILA Service Plan Exhibit D-5 is superseded with Exhibit D-6, as attached.
9. ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL ILA AND ANY PREVIOUS AMENDMENTS THERETO REMAIN IN FULL FORCE AND EFFECT.

**FOR THE INSTITUTION OF HIGHER EDUCATION:**

Chris 10 Feb 19, 2025  
(Signature) (Date)  
President  
(Title)

**FOR SNOHOMISH COUNTY:**

Harper, Lacey Digitally signed by Harper, Lacey  
Date: 2025.01.13 09:02:20 -08'00'  
Dave Somers, Executive (Date)  
Snohomish County

**EXHIBIT C-7**  
**CONTRACT BUDGET - COST REIMBURSEMENT**  
**PUGET SOUND TAXPAYERS ACCOUNTABILITY ACCOUNT**

**AGENCY NAME:** Everett Community College  
**CONTRACT PERIOD:** 9/1/2024 to 8/31/2025

**FUNDS AWARDED UNDER CONTRACT:**

REVENUE SOURCE	FUNDING PERIOD	AMOUNT	AMENDMENT	TOTAL AMOUNT
Puget Sound Taxpayers Accountability Account	9/1/2024-8/31/2025	\$285,427.78	\$ 25,401.38	\$ 310,829.16
				-
				-
				-
				-
				-
TOTAL FUNDS AWARDED:		\$ 285,427.78	\$ 25,401.38	\$ 310,829.16

**MATCHING RESOURCES:**

N/A  
  
  
  
TOTAL MATCHING RESOURCES: \$ -

**MATCH REQUIREMENTS FOR CONTRACT:**      %                           AMOUNT:                     

**OTHER PROGRAM RESOURCES (Identify):**

SOURCE	FUNDING PERIOD	AMOUNT
TOTAL OTHER RESOURCES:		\$ -

# EXPENDITURES

CATEGORY	PSTAA	TOTAL	MATCHING RESOURCES	OTHER RESOURCES
Salaries/Wages	\$ 46,337.64	\$ 46,337.64		
Benefits	20,791.86	20,791.86		
Supplies/Minor Equip.	5,000.00	5,000.00		
Prof. Services	51,974.62	51,974.62		
Postage		-		
Telephone		-		
Mileage/Fares		-		
Meals		-		
Lodging		-		
Advertising		-		
Leases/Rentals		-		
Insurance		-		
Utilities		-		
Repairs/Maint.	30,230.98	30,230.98		
Client Flex Funds		-		
Client Rent		-		
Printing		-		
Dues/Subscrip.		-		
Regis./Tuition		-		
Machinery/Equip.	71,421.12	71,421.12		
Administration		-		
Indirect	20,851.94	20,851.94		
Occupancy		-		
Miscellaneous		-		
Misc. Construction		-		
Acquisition		-		
Relocation		-		
Endowment	64,221.00	64,221.00		
TOTAL	\$ 310,829.16	\$ 310,829.16	\$ -	\$ -

**EXPENDITURE NARRATIVE**

<b>AMOUNT</b>	<b>CATEGORY</b>	<b>NARRATIVE</b> (provide justification describing each category supported with funds awarded under this contract)
\$ 46,337.64	Salaries/Wages	ELC Administrative Asst3 .73 FTE and student success navigator .1 FTE
20,791.86	Benefits	Benefits for ELC Administrative Asst3 @ 46% and student success navigator @ 46%
5,000.00	Supplies/ Minor Equip	Materials to support educational goals and degree completion with student success navigator and in support of ELC families
51,974.62	Prof. Services	Early Learning subcontract with Childstrive parent co-op program in support of EvCC students (@\$27,974.62). Hiring of consultant to aid EvCC with developing sustainable business model for ELC (@24,000.00)
-	Postage	
-	Telephone	
-	Mileage	
-	Meals	
-	Lodging	
-	Advertising	
-	Leases/Rentals	
-	Insurance	
-	Utilities	
30,230.98	Repairs/ Maint	Contribution towards minor repairs of the ELC to maintain compliance with licensing as per most recent annual inspection
-	Client Flex Funds	
-	Client Rent	
-	Printing	
-	Dues/ Subscript	
-	Registration/ Tuition	
71,421.12	Machinery/ Equip.	Contribution toward purchasing of replacement appliances in kitchen to maintain food service program @ \$50,555.34. Contribution toward set up of a space to support student parents on EvCC campus @ \$20,865.78.
-	Administration	
20,851.94	Indirect	1.69% of total allocation-College and Universities Rate Agreement is 45% on-campus programs and 23.2% for off campus programs of Salaries and Wages including vacation, holiday, sick pay, and other paid absences but excluding all other fringe benefits, up to 10% of total amount.
-	Occupancy	
-	Misc. Construction	
-	Acquisition	
64,221.00	Endowment	Contribution toward endowment to sustain PSTAA activities over time and support student-parents @ allowable 25%
\$ 310,829.16	<b>TOTAL</b>	

# **DETAIL SALARIES / WAGES**

POSITION	FUND SOURCE	% OF TIME TO FUND SOURCE	TOTAL MONTHLY	MONTHLY CHARGE TO FUND SOURCE	# OF MONTHS	TOTAL CHARGE TO FUND SOURCE
ELC Administrative Asst. 3 Student Success Navigator	PSTAA	73%	4,539.00	3,313.47	12.00	\$ 39,761.64
	PSTAA	10%	5,480.00	548.00	12.00	\$ 6,576.00
TOTAL:						\$ 46,337.64

NOTE: Above figures may reflect rounding

## Exhibit D-6

### PSTAA SERVICES AND EXPENDITURE PLAN

#### 2024 - 2025 INSTITUTE OF HIGHER EDUCATION

Institutions of Higher Education (IHE) awarded may use distributions from PSTAA funds only to improve educational outcomes in early learning, K-12, and higher education, including, but not limited to, for facilities and programs for children and youth that are low-income, homeless, or in foster care, or other vulnerable populations and/or to start endowments to provide support for improving educational outcomes in early learning, K-12, and higher education. At least ten percent (10%) of funds shall be designated for use by community-based early learning programs defined as those programs serving children from birth through the third grade. PSTAA fund recipients shall expend a portion of their PSTAA funds on new and/or innovative programs.

Institute of Higher Education	Everett Community College
Allocation 2024-2025	\$ 285,427.78
Reallocated Unspent Funds from 2023-2024	\$ 25,401.38
Total 2024-2025 Allocation	\$ 310,829.16
Admin Designation <i>(maximum 10%)</i>	\$ 20,851.94
Direct Service Designation <i>(maximum 90% after admin)</i>	\$ 262,002.60
Early Learning Designation <i>(minimum 10% after admin)</i>	\$ 27,974.62
List Early Learning Project/Community Partner(s) & \$ below: <i>Ex. Imagine Childrens Museum \$12,000</i>	
1. Child Strive Parent Co-op @ The Villages on Casino Rd \$27,974.62	
Total 2024-2025 Budget	\$ 310,829.16

#### FUNDS DESIGNATED FOR INSTITUTE OF HIGHER EDUCATION SERVICES

<b>Target educational outcome(s):</b> <input type="checkbox"/> Access <input checked="" type="checkbox"/> Retention <input checked="" type="checkbox"/> Completion
<b>Target population(s):</b> <input type="checkbox"/> Low-income <input type="checkbox"/> Homeless <input type="checkbox"/> In foster-care <input checked="" type="checkbox"/> Other vulnerable population(s)  please list: Student parents who are enrolled at EvCC. This may include low-income, families experiencing homelessness and children in foster care.
<b>Description of proposed use of funds:</b> Everett Community College (EvCC) will designate funds to the Early Learning Center (ELC) on EvCC' s main campus. The ELC is a Birth-Five ECEAP provider and a NAEYC

accredited program designed to support a child's development and learning, family support and parent involvement and children's health and nutrition.

PSTAA funds will be used to support the position of student success navigator which is part of the Equity and Social Justice department. The student success navigator is responsible for providing a variety of support service to aid underrepresented student populations, including student parents with retention and completion. This position reports to the Associate Dean TRIO Student Success Programs.

Some of the PSTAA funds will be used to hire a consultant to assess the business model of the Early Learning Center to ensure longevity of the program to be able to offer ongoing holistic support to children and student families.

#### **Roles/Responsibilities of Student Success Navigator:**

- Support outreach and engagement efforts that maximize the number of students utilizing campus coaching and support services. Collaborate with external partners to support students.
- Support and mentor students.
- Assisting students with procedures with becoming matriculated at EVCC.
- Host or co-host campus events or informational workshops for students in various topic areas such as: utilizing academic advising, campus engagement, life skills, and paying for college.
- Use a coaching approach with individual students to assist them with navigating issues impacting their educational success.
- Disseminate relevant information through various communication methods.
- Collaborate with students to develop individual action plans that promote success in college and career.
- Maintain knowledge of the campus policies and procedures required to ensure students successfully navigate their college journey, including enrollment and financial aid.
- Develop critical campus partnerships; maintain campus partnerships required to ensure effective support services to students (i.e., Veteran's services, financial aid, advising, BFET, disability services, housing, cashiers and tutoring center).
- Inform supervisor of institutional barriers impacting students' ability to succeed.
- Manage student data, track service delivery, and communicate with students and partners.

PSTAA funds will also be used to continue contributing to an endowment fund (25% of allocated funds) focused on improving retention and completion efforts among non-traditional students, which includes student parents.

**Proposed performance indicators/metrics for measuring educational outcome(s):**

**Student Success Navigator Position:**

The student success navigator (SSN) uses intake questionnaire to assess student need and possible resources. Ongoing required follow up sessions with student parents throughout the course of the year to assess progress and if there are any further resources and support needed. All coaching, resources, support sessions, academic follow up, etc. is tracked through STARFISH. SSN will utilize STARFISH reports data to track student outcomes, academic information including credit achievement and grades and retention quarterly. Community partnership agreement and student access notes via STARFISH will be used for tracking additional community resource use.

**Early Learning Center (ELC):**

Performance indicators for the ELC align with the Birth-Five ECEAP outcomes. The measures include:

Measure	Description	Output
Children Served	Unduplicated count of children receiving enhanced early learning services	48 children (Preschool ECEAP) 15 children (B-3 ECEAP) 17 children (Community/CCAMPIS) EvCC students have priority
Families Served	Unduplicated count of families receiving individualized home visits focused on family stability and well-being	Approx. 72 families total
Service Units	Annual hours of early learning services: Full-Day model (7 hours per day) Working Day model (10 hours per day)	Full Day model 1,036 hours of service time Working Day model 2110 hours service time
Child Development	Meets or exceeds Widely Held Expectations in TS GOLD® in each of the following six developmental domains:	
	Cognitive	60% of children
	Language	60% of children
	Literacy	60% of children
	Mathematics	60% of children
	Physical	60% of children
	Social-Emotional	60% of children
Staff Capacity	Certification in TS GOLD® Inter-rater Reliability	90% of lead teachers
Family Support	A minimum of two home visits focusing on family stability and well-being	70% of families



## FUNDS DESIGNATED FOR EARLY LEARNING PROVIDERS

<b>Early Learning Provider:</b> Child Strive Co-op parent program
<b>Target educational outcome(s):</b> <input checked="" type="checkbox"/> Social-emotional <input checked="" type="checkbox"/> Physical <input checked="" type="checkbox"/> Cognitive <input checked="" type="checkbox"/> Language <input checked="" type="checkbox"/> Literacy <input checked="" type="checkbox"/> Math <input checked="" type="checkbox"/> Family Engagement <input checked="" type="checkbox"/> Racial Equity
<b>Target population(s):</b> <input checked="" type="checkbox"/> Low-income <input type="checkbox"/> Homeless <input type="checkbox"/> In foster-care <input checked="" type="checkbox"/> Other vulnerable population(s)  please list: Children ages 12 months to five years including low-income families enrolled in adult education and ESL courses at EvCC at The Villages on Casino Rd satellite location.
<b>Description of proposed use of funds (list all services):</b> EvCC will continue contracting with the parent co-op via ChildStrive located at The Villages on Casino Rd as part of a 2-generational approach aimed improving the education and economic outcomes among the low-income EvCC students who take adult education classes. This partnership reflects the college's interest in supporting parents as their child's first and most important teacher while also building a strong community as they connect with other student parents.
<b>Proposed performance indicators/metrics for measuring educational outcome(s):</b> Developmental areas addressed in a parent co-op model include: <ul style="list-style-type: none"> <li>• Social and emotional development (relationships with caring adults, forming friendships with other children, sense of identity and belonging, self-regulation).</li> <li>• Language and Communication (rich language environment with home language and Spanish spoken, practice listening and speaking, increased vocabulary, emergent literacy).</li> <li>• Play-based learning (child-led exploration, curiosity, creativity, cognitive skills).</li> <li>• Community and relationship building.</li> </ul> While participating in the program, EvCC student parents are actively engaged in not only the care and community building of the co-op, but the students will also have access to the resources and connection offered to community resources provided by the student success navigator. Ongoing engagement is the goal with the focus on completion of their educational goals. Participants in the parent co-op program will receive First Aid/CPR training as part of the program participation.