



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

**RECEIVED**

APR 25 2024

HUMAN SERVICES DEPARTMENT  
CONTRACTS DIVISION

**INTERLOCAL (ILA) AMENDMENT**

1. ILA Number:  EL-21-80-06-203	2. Amendment Number:  5	3. This Amendment herein- after identified as: EL-21-80-06-203 (5)	4. Amount of Services and Expenditure Plan:  \$216,019.97
5. Name and Address of Contracting Organization: WA State Community College Dist. #23 DBA Edmonds College Office of the President, 20000 68th Ave W Lynnwood, WA, 98036 <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Contractor		6. Title of Project / Service: Puget Sound Taxpayers Accountability Account	
7. <u>THIS ITEM APPLIES ONLY TO BILATERAL AMENDMENTS.</u> 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. <u>TERMS OF AMENDMENT.</u> (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 \$24,289.97 for a new ILA amount of \$216,019.97.  B. Approved ILA Budget Exhibit C-4 is superseded with Exhibit C-5, as attached.  C. Approved ILA Service Expenditure Plan Exhibit D-4 has been amended to reflect the increase in funds.  D. Approved ILA Service Plan Exhibit D-3 is superseded with Exhibit D-4, as attached.			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:**

Amit B. Singh 04/25/2024  
(Signature) (Date)

Amit B. Singh, President, Edmonds College  
(Title)

**FOR SNOHOMISH COUNTY:**

Harper, Lacey

Digitally signed by Harper, Lacey  
Date: 2024.04.18 15:30:41 -07'00'

Dave Somers, Executive  
Snohomish County

(Date)

**EXHIBIT C-5**  
**CONTRACT BUDGET - COST REIMBURSEMENT**  
**PUGET SOUND TAXPAYERS ACCOUNTABILITY ACCOUNT**

**AGENCY NAME:** Washington State Community College Dist. #23 DBA Edmonds College  
**CONTRACT PERIOD:** 9/1/2023 to 8/31/2024

**FUNDS AWARDED UNDER CONTRACT:**

REVENUE SOURCE	FUNDING PERIOD	AMOUNT	AMENDMENT	TOTAL AMOUNT
Puget Sound Taxpayers Accountability Account	9/1/2023-8/31/2024	\$191,730.00	\$ 24,289.97	\$ 216,019.97
				-
				-
				-
				-
				-
TOTAL FUNDS AWARDED:		\$ 191,730.00	\$ 24,289.97	\$ 216,019.97

**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	\$ 22,500.00	\$ 22,500.00		
Benefits	9,000.00	9,000.00		
Supplies/Minor Equip.	53,476.17	53,476.17		
Prof. Services	31,441.80	31,441.80		
Postage		-		
Telephone		-		
Mileage/Fares	5,000.00	5,000.00		
Meals		-		
Lodging		-		
Advertising		-		
Leases/Rentals		-		
Insurance		-		
Utilities		-		
Repairs/Maint.		-		
Client Flex Funds	60,000.00	60,000.00		
Client Rent	12,500.00	12,500.00		
Printing	500.00	500.00		
Dues/Subscrip.		-		
Regis./Tuition		-		
Machinery/Equip.		-		
Administration	8,552.00	8,552.00		
Indirect	13,050.00	13,050.00		
Occupancy		-		
Miscellaneous		-		
Misc. Construction		-		
Acquisition		-		
Relocation		-		
		-		
<b>TOTAL</b>	<b>\$ 216,019.97</b>	<b>\$ 216,019.97</b>	<b>\$ -</b>	<b>\$ -</b>

**EXPENDITURE NARRATIVE**

AMOUNT	CATEGORY	NARRATIVE (provide justification describing each category supported with funds awarded under this contract)
\$ 22,500.00	Salaries/Wages	.5FTE Food Pantry Program Coordinator
9,000.00	Benefits	Related benefits for staff
53,476.17	Supplies/Minor Equip.	Food, supplies and related equipment for Food Pantry, education/resource information, and other enhanced services.
31,441.80	Prof. Services	Early Learning Subcontract \$19,441.80 to West Edmonds Cooperative Preschool and \$12,000 cost of Americorps or Vista member for services in the Triton Student Resource Hub/Food Pantry to provide coordination of services.
-		
5,000.00	Mileage/Fares	Transportation costs related to food bank pickups, donations and drop-offs, food drives, and procurement.
-		
-		
-		
-		
-		
-		
60,000.00	Client Flex Funds	Providing vouchers for students with high financial need and who reside within the boundaries of RTA. These vouchers can be used to purchase fresh foods or help with expenses such as child care, rent, utilities, gas, etc.
12,500.00	Client Rent	housing for students experiencing homelessness or housing insecurity. The apartment has two bedrooms to place 2 students temporarily.
500.00	Printing	Printing of flyers, brochures, labels, and other materials.
-		
-		
8,552.00	Administration	Administrative costs related to program oversight
13,050.00	Indirect	College and Universities Rate Agreement is 58% 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. Admin and Indirect not to collectively exceed \$21,602.
-		
-		
\$ 216,019.97	TOTAL	

## 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
PSTAA	50.00%	3,750.00	1,875.00	12.00	12.00	\$ 22,500.00
					TOTAL:	\$ 22,500.00

NOTE: Above figures may reflect rounding

## Exhibit D-4

### PSTAA SERVICES AND EXPENDITURE PLAN

#### 2023 - 2024 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 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 providers. PSTAA fund recipients shall expend a portion of their PSTAA funds on new and/or innovative early learning programs.

<b>Institution of Higher Education</b>	<b>WA State Community College #23 DBA Edmonds College</b>
<b>Total 2023-2024 Initial Allocation</b> (Includes reallocated unspent funds from 2022-2023)	\$ 216,019.97
<b>Admin Designation</b>	\$ 21,602
<b>Direct Service Designation</b>	\$ 174,976.17
<b>Early Learning Designation</b>	\$ 19,441.80

#### FUNDS DESIGNATED FOR IHE SERVICES

<b>Target educational outcome(s):</b> <input checked="" type="checkbox"/> Access <input checked="" type="checkbox"/> Retention <input checked="" type="checkbox"/> Completion
Target population(s): <input checked="" type="checkbox"/> Low-income <input checked="" type="checkbox"/> Homeless <input checked="" type="checkbox"/> In foster-care  <input type="checkbox"/> Other vulnerable population(s), please list:
<b>Description of proposed use of funds:</b> Edmonds College students facing food insecurities, housing insecurity and/or unhoused. A proven best practice in improving student success is to provide resources and services aimed at supporting students' basic needs so that they stay in school and complete their degree.  In 2018, Edmonds College opened a modest Food Pantry providing basic food and toiletry supplies at no cost to students who face food insecurities. This was in response to the growing number of students facing food insecurities and the results of the #RealCollege Survey.  In 2019, a student basic needs task force was formed bringing together most of the various student emergency assistance programs to better coordinate referrals. Following the example of The Hope Center and other college's programs and after receiving grants from the State of Washington, Edmonds College Foundation, and the City of Edmonds, we created a single emergency assistance application and hired a full-time Care Navigator.

In January 2022, the Triton Student Resource Hub opened. The Hub and the Food Pantry were relocated to a building of its own providing a much-needed larger space for the Food Pantry. The first floor is now the Triton Food Pantry, and the second floor is dedicated to providing student basic needs. In addition to the full time Care Navigator, a community partner, Verdant Health District is providing a full-time 2-1-1 Community Resource Advocate (CRA) located in the Hub. Services with our Veterans Center, Counseling Center, Career Action Center, and an employment navigator from CARES of Washington are provided space on site on a regular basis. In the first three months of 2022 the Hub received 282 requests for assistance totaling \$417,222. From the various grants we were able to fund 124 requests totaling \$114,339 with the remainder being referred to community resources with the assistance of the CRA. Requests for emergency funding and resources continue to rise with more students returning to campus in person and as demographics shift.

The items and resources provided by the Food Pantry have not been sufficient to meet the growing basic needs of our students, needs that go beyond food and toiletries. The PSTAA funds will be used to continue to purchase high demand products, such as food, winter coats/clothing and blankets, and basic school supplies. We will continue to enhance the resources in the Food Pantry by increasing the allocation for vouchers for students with high financial need and who reside within the boundaries of RTA. Over the past years of the COVID-19 pandemic, and beyond, we have experienced a significant increase in the number of requests for assistance with child care, rent, gas, and basic utilities. The additional voucher allocation will allow us to serve more students so they can purchase fresh foods, or to help with expenses such as child care, rent, utilities, gas, etc.

In response to our student and community needs, the majority of PSTAA funding requests are for client flex funds and supplies for folks in need. Administration costs, mileage and printing are three other items included in this grant request.

However, growing needs are housing and staffing. Edmonds College would like to increase hours of operation at the Student Resource Hub, as well as to have more consistent hours. This comes from stable staffing of operation, which currently has its challenges. Therefore, we request funding for a part-time Food Pantry Coordinator. This person will assist in overall Hub and Food Pantry operations, data collection, and food distribution. An AmeriCorps Member will offer educational programming like nutrition, diet, cooking demonstrations, eating on a budget, etc., and allow us to expand the hours of operations to allow more students to utilize the Food Pantry.

Funds will also be used to rent one apartment in Triton Court for 9 months (campus student housing) with two bedrooms to temporarily house up to 2 students. The apartment will be used as transitional housing for unhoused or housing insecure students until more stable housing can be secured. The full-time Care Navigator located in the Triton Student Resource Hub will manage the process (intake, determine need/priority, duration of stay, etc.). The Triton Court apartments are managed by the college's Housing Program, the college does not own the apartments but manages them as student housing. Providing these new housing services will significantly improve student retention for students facing housing challenges so that they can focus on their classes and studies.

Based on a count of unduplicated student data, most students served by the Food Pantry, (nearly 75 percent) live in the Snohomish County RTA boundaries, so a majority of those who will benefit from new and additional resources and services in the Food Pantry live within the RTA area

## **FUNDS DESIGNATED FOR COMMUNITY BASED EARLY LEARNING PROVIDERS**

<b>Total proposed funds for Early Learning Services Providers: \$</b>	
<b>Early Learning Organization:</b>	West Edmonds Cooperative Preschool
<b>Funding Amount: \$19,441.80</b>	
<b>Target educational outcome(s)</b>	

<input checked="" type="checkbox"/> <b>Social-emotional</b> <input type="checkbox"/> <b>Physical</b> <input checked="" type="checkbox"/> <b>Cognitive</b> <input type="checkbox"/> <b>Language</b>
<input checked="" type="checkbox"/> <b>Literacy</b> <input checked="" type="checkbox"/> <b>Math</b> <input checked="" type="checkbox"/> <b>Family Engagement</b> <input type="checkbox"/> <b>Racial Equity</b>
Target population(s): <input checked="" type="checkbox"/> Low-income <input checked="" type="checkbox"/> Homeless <input checked="" type="checkbox"/> In foster-care <input type="checkbox"/> Other vulnerable population(s), please list:
<p><b>Description of proposed use of funds</b> (list all services):</p> <p>PSTAA Funds will be used for early childhood curriculum standardization and enhancement in FLED affiliated, low-cost, Parent Participation Preschools throughout Snohomish County. Funds will be granted to the non-profit West Edmonds Cooperative Preschool (WECP) to purchase updated classroom curriculum, including implementation training and classroom materials for 9 non-profit preschools, serving approximately 500+ families in Snohomish County.</p> <p>One of the strengths of cooperative preschools is the focus on family engagement, as caregivers play an active role in the classroom as teaching assistants. As outlined in the Early Learning Family Engagement Framework, three of the major definitions of family engagement are central to the mission of cooperative preschool:</p> <ul style="list-style-type: none"> <li>A shared responsibility in which programs are committed to engaging families in meaningful and culturally respectful ways, and families are committed to actively supporting their children's learning.</li> <li>Grounded in positive, ongoing goal-oriented reciprocal relationships between educators and families.</li> <li>Developmental and grows over time, meeting families where they are by providing opportunities and resources to help them move forward, both in their role as their child's first teacher and partner with the school, and in uplifting their own family well-being.</li> </ul> <p>The cooperative preschool serves not only as a vital learning experience for children, but it also additionally provides a laboratory setting for caregivers to develop important skills that will influence their relationship with their children throughout their academic career. While cooperative preschools offer a developmentally appropriate, play based learning environment, teachers and caregivers alike will need additional training and materials to help support skill development in literacy, math and science. Confidence with these subjects at the preschool level will ensure caregivers will continue to take an active role throughout the child's schooling.</p> <p>WECP, with support and guidance from Edmonds College's department of Family Life Education, will use these funds to purchase early learning curricula, classroom materials and training for teachers. Special attention will be focused on evidence-based programs that incorporate Pre-Academic Skills, as well as foundational experiences in literacy, math and science into their materials, with the intent of standardizing the curriculum among the 9 programs, enhancing what already exists within their current curriculum and providing more accessible and equitable classrooms.</p> <p><b>Proposed performance indicators for educational outcome(s):</b></p> <ul style="list-style-type: none"> <li>FLED affiliated Preschools will adopt evidence based, developmentally appropriate early learning curricula that incorporates Social Emotional learning and Inclusion principles.</li> <li>Preschool classrooms will have enhanced learning materials provided and additional professional development for 20+ preschool teachers to ensure curriculum standardization.</li> <li>Children will have the opportunity to learn and engage at a developmentally appropriate level with a curriculum and environment that supports all dimensions of human differences.</li> <li>Research based teaching practices and materials implemented will have positive impact in these areas:             <ul style="list-style-type: none"> <li>Social Emotional Learning: positive social relationships, emotional regulation and cooperation.</li> <li>Enhance Language and Literacy development for both primary language learners and ELL students.</li> </ul> </li> </ul>



- Developmentally appropriate activities to support mathematical skills and a mathematically rich learning environment.