



CITY OF  
**TUMWATER**

**SPECIAL BUDGET & FINANCE COMMITTEE  
MEETING AGENDA**

**Online via Zoom and In Person at  
Tumwater City Hall, Council Conference  
Room, 555 Israel Rd. SW, Tumwater, WA  
98501**

**Friday, June 13, 2025  
3:00 PM**

1. Call to Order
2. Roll Call
- [3.](#) Approval of Minutes: Budget & Finance Committee, May 23, 2025
- [4.](#) 2025 Community Human Services Program Interviews (Executive Department)
- [5.](#) Year-to-date budget update (Finance Department)
6. Adjourn

**Meeting Information**

All committee members will be attending remotely. The public are welcome to attend in person, by telephone or online via Zoom.

**Watch Online**

<https://us02web.zoom.us/j/86163732963?pwd=r3652XtyUz98GEpRISafsAaWYCxxBi.1>

**Listen by Telephone**

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 861 6373 2963 and Passcode 594114.

**Public Comment**

The public may submit comments by sending an email to [council@ci.tumwater.wa.us](mailto:council@ci.tumwater.wa.us), no later than 5:00 p.m. the day before the meeting. Comments are submitted directly to the Committee members and will not be read individually into the record of the meeting.

**Post Meeting**

Video of this meeting will be recorded and posted on our City Meeting page: <https://tumwater-wa.municodemeetings.com>.

**Accommodations**

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City's ADA Coordinator directly, call (360) 754-4129 or email [ADACoordinator@ci.tumwater.wa.us](mailto:ADACoordinator@ci.tumwater.wa.us). For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384.

**TUMWATER BUDGET & FINANCE COMMITTEE  
MINUTES OF VIRTUAL MEETING  
MAY 23, 2025 Page 1**

**CONVENE:** 12:00 p.m.

**PRESENT:** Chair/Mayor Debbie Sullivan and Councilmembers Peter Agabi, Michael Althausen, and Eileen Swarthout.

Staff: City Attorney Karen Kirkpatrick, Assistant City Administrator Kelly Adams, Finance Director Troy Niemeyer, Water Resources & Sustainability Department Director Dan Smith, and Senior Accountant Nissa Musselman.

**APPROVAL OF  
MINUTES:  
BUDGET &  
FINANCE  
COMMITTEE,  
APRIL 25, 2025:**

**MOTION:** Councilmember Althausen moved, seconded by Councilmember Swarthout, to approve the minutes of April 25, 2025 as presented. A voice vote approved the motion.

**MONTHLY  
FINANCIAL  
UPDATE:**

Director Niemeyer provided an update on year-to-date financials beginning with the status of the national economy.

Earlier in the year, the economy appeared to be on track much like early 2024 as the City began working on the budget. Economic forecasts were positive and in January 2025, the Federal Reserve raised short-term interest rates with the intent of cooling off the economy to bring inflation down. The recession was avoided and inflation was beginning to decline. Unemployment continued to be low and the Federal Reserve began to cut rates after raising the rates over the last several years. Continued strong economic growth was predicted and Wall Street was excited about the new Administration.

Since April 2, 2025 when tariffs were announced, the stock market experienced steep declines because of financial uncertainty across all financial markets and no clear economic plan. In April and May, the economy experienced continued change with tariffs changing up and down and uncertainty surrounding the markets as well as consumer spending. Predictability and level expectations are beneficial for the economy and markets. Tariffs and deportations are highly inflationary policies and high inflation over the last several years leads to higher interest rates that can discourage large purchases, such as homes and automobiles.

In April 2025, *USA Today Newspaper* published how the economy was projected to grow by 1.7% but actual was only 0.8%. The economy was expected to grow by 2.5% in January 2025. A survey of economists now predicts approximately a 50% chance of recession. In February 2025, the prediction of a recession was

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only 25%. Several economists surveyed indicated tariffs are the cause of the current economy.

Clear policies are important as the economy, consumers, and the markets want certainty to make informed decisions. Opening, expanding existing business, or closing a business all depend on some level of certainty. Today, the economy is experiencing a period of continued uncertainty with tariffs continuing to change. Although tariffs on China have been paused for 90 days, it speaks to the need for more efforts. A recent news article spoke to supply chain shortage as eminent with ports less busy because tariffs are bringing in less products, which will affect the economy. The uncertainty is how negatively it will affect the economy or how long and how much prices will increase. Some companies are not using “tariff” to avoid upsetting the Administration and have opted to refer to the “operating environment.” However, tariffs are a tax that will cost people more money.

During the COVID pandemic, inflation increased and companies blamed their issues on supply chain and inflation while Wall Street corporations reported record profits. When companies make record profits, it is just more than passing on increased costs; many are greedy and are raising prices on the consumer more than necessary. It is likely, that trend will continue as well in the current environment.

Economic risks include passage of the budget bill as currently drafted. The budget poses economic risks to Medicaid, cuts in some benefits, and an overall negative effect on the economy. The national debt will increase by \$3.3 trillion over the next 10 years with Moody’s recently downgrading the nation’s credit rating (first time in history). Foreign investors find U.S. debt less attractive and riskier, which leads to higher rates. As borrowing rates increase, debt secured by the City will increase in cost.

National polling reflects consumer confidence is down by 30%. The first quarter GDP was negative by 0.3% (first time in 3 years that the nation had a negative GDP). That corresponds with Tumwater’s April sales tax, which is the lowest in the last three years. Unemployment has increased but continues to be steady. The national debate speaks to stagflation, high inflation, and a shrinking economy, which has not occurred since the late 1970s.

Director Niemeyer displayed some graphs produced by the University of Michigan on consumer confidence and consumer sentiment. The graph reflects monthly data for consumer confidence and sentiment. Early on in 2025, consumer confidence dropped quickly. The graph includes a 10-year look-back reflecting a dip between 2022 and 2023. However, the nation avoided a recession and the nation course corrected. Consumer confidence has been tracked since 1960. The graph reflects when recessions occurred. Consumer confidence typically dips during a recession. Another graph reflected consumer confidence

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related to job prospects. Current consumer surveys expect higher unemployment moving forward.

Director Niemeyer reviewed Tumwater financial data. On a cash basis, a graph reflected the City's sales tax for 2023, 2024, and 2025 (month-to-month). The City started the year with a small decrease of less than 2% in sales tax collection but in February and March, sales tax collections increased to 4% and 6%, respectively with April sales tax collections dipping under \$700,000. Optimistically, year-to-date reflects 2.66% over the 2024 collections. Staff will continue to monitor sales tax activity. For the first quarter of 2025, sales tax reflects a positive of 2.77%.

The public safety sales tax is a restricted source of funds for public safety purposes. The sales tax is a new source of funds. The new tax was effective in 2024 with no long-term comparative data available. The budget forecasted \$900,000 with the first quarter actual reflecting 2025 collections of over \$1 million.

Business and Occupation (B&O) Tax reflect a 6% increase in January, 5.7% increase in February, a 10%+ increase in March, and a 5.5% increase in April. May collections are less with several days remaining in May to receive collections. Year-to-date reflects 7.5% in B&O taxes over last year's collections.

Property tax collections occur in April and November. April receipts totaled \$4.5 million or 45% of budgeted property tax. May property tax receipts have not been received from Thurston County.

Conversations with colleagues in Thurston County, Lewis County, and Pierce County reflect Tumwater's sales tax collections are higher. Although sales tax is becoming the City's general fund revenue stream, the City is still less dependent on sales tax compared to other jurisdictions.

Councilmember Althaus asked whether recent legislative changes to sales tax and B&O tax will result in greater returns in revenue for the City. Director Niemeyer said he is uncertain as to how the recent changes will affect the City's budget. More information can be provided during the next update.

The City of Tumwater also has the advantage of steady employment with many state workers in the Olympia and Tumwater areas. Additionally, the City continues to grow both in residential and in businesses.

Councilmember Swarthout asked whether the City has utilized any of the public safety revenue. Director Niemeyer said that the funds collected in 2024 were deposited into a special account. The City plans to begin utilizing some of the funds later in the year.

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Director Niemeyer addressed questions on sales tax collections in the City. The City has a strong retail core and recently added some smaller retail businesses.

Discussion followed on the nation's escalating debt with the Administration's proposal to increase debt by \$3.3 trillion. National debt affects consumer confidence to a degree, as well as consumer behavior.

**BOND  
UNDERWRITER  
ENGAGEMENT  
LETTER:**

Director Niemeyer reported in August 2024, the committee received two presentations from bond underwriting firms. The City is constructing two large capital projects, an Operations and Maintenance (O&M) Facility and a large water reservoir. Both projects are budgeted during the current biennium. The O&M Facility is scheduled to begin construction in May 2026. The City plans to move forward with financing for the project.

Last year, the committee discussed debt financing as a way to fund the large projects. The cost of the project will be extended to coincide with the benefit. Future users will also help fund debt service. Last August, staff interviewed two firms. D.A. Davidson is recommended as the City's underwriting firm. The City has completed many debt financings through D.A. Davidson since 1991. The firm is an employee-owned firm. The second firm was Hilltop Securities. The company is based in Texas with a new Seattle office recently opened. Staff recommends selection of D.A. Davidson. The company provided a bond underwriting engagement letter that stipulates the City's plans to work with the company to afford the ability for the firm to provide staff with advice. Staff recommends the committee place the engagement letter on the Council's June 3, 2025 Consent Calendar with a recommended action to approve and authorize the Mayor to sign.

**CONSENSUS:**

**The committee agreed unanimously to forward the engagement letter with D.A. Davidson to the June 3, 2025 Consent Calendar with a recommended action to approve and authorize the Mayor to sign.**

**ORDINANCE NO.  
O2025-006-S1  
AMENDING TMC  
2.14 EXECUTION  
OF CONTRACTS  
AND OTHER  
LEGAL  
DOCUMENTS:**

City Attorney Kirkpatrick referred to the substitute ordinance in response to the committee's conversation at the last meeting. She offered to answer questions and requested direction on moving forward with the proposal.

The draft document within the staff report reflects the difference between the original proposed ordinance and current draft ordinance. The original draft excluded grants and interlocal agreements that were below \$100,000 from a Council review. The substitute ordinance does not include that exclusion with interlocal agreements and grants requiring City Council approval regardless of the amount with an exception for amendments that do not exceed the original amount by more than 10% and are within an approved budget and consistent with the underlying intent of the original agreement. "Amendment" was also added to different sections to clarify that the Mayor had authority to sign amendments.

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Councilmember Althausser questioned whether the provisions stated in subsection C also apply to B. City Attorney Kirkpatrick advised that subsection C is separate from the provisions contained in B. Councilmember Althausser asked about the possibility of the Mayor accepting or conveying property as outlined in B without Council approval. City Attorney Kirkpatrick said that the Mayor would be able to approve actions within the provisions as outlined, such as approval of public works projects, or community development permitting, such as dedications that are part of the permitting process, and temporary construction easements and right of entries (most likely with public works projects). The Mayor would need to comply with all other requirements of the statutes.

Councilmember Althausser asked whether the Mayor would have the ability to approve temporary road closures for construction. City Attorney Kirkpatrick advised that such action requires approved by the Council. The proposed provision applies to access to property.

City Attorney Kirkpatrick explained that the current proposal stipulates that contracts over \$100,000 need to be approved by the Council. The Mayor has authority up to \$100,000. Previously, the Mayor could delegate to directors up to \$50,000. However, the proposed language removes the \$50,000 and allows the Mayor to delegate up to the Mayor's delegated authority of \$100,000 to directors.

Discussion ensued on the proposed changes. Councilmember Althausser commented that the proposal creates some efficiency while still ensuring a transparent process.

**MOTION:** Councilmember Althausser moved, seconded by Councilmember Agabi, to place Ordinance No. O2025-006-S1 Amending TMC 2.14 Execution of Contracts and Other Legal Documents on the June 3, 2025, City Council Consideration Calendar with a recommendation to adopt. A voice vote approved the motion unanimously.

**ADJOURNMENT:** With there being no further business, Chair Sullivan adjourned the meeting at 12:55 p.m.

Prepared by Valerie L. Gow, Recording Secretary/President  
Puget Sound Meeting Services, psmsoly@earthlink.net

TO: Budget & Finance Committee  
FROM: Brittaney McClanahan, Executive Assistant  
DATE: June 13, 2025  
SUBJECT: 2025 Community Human Services Program Interviews

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1) Recommended Action:

Make a recommendation to the City Council for 2025 human services funding through the Community Human Services Program (CHSP).

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2) Background:

The Community Human Services Program was established to reserve a portion of funds for local organizations that provide human services to Tumwater residents but may not qualify as a regional priority. The same organization can apply through both the local and regional process, but Tumwater requests that the organization apply to support a different program.

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3) Policy Support:

Vision | Mission | Beliefs

- Opportunity | We seize opportunities to improve our community's social, environmental, and economic well-being. We endeavor to realize positive opportunities in adverse situations and periods of change.

Strategic Priorities and Goals 2021 – 2026

- Build a Community Recognized for Quality, Compassion, and Humanity
  - Provide and Sustain Quality Public Safety Services
- 

4) Alternatives:

Some other course of action.

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5) Fiscal Notes:

Seven applicants have requested a total of \$37,000. For 2025, the City of Tumwater has set aside \$15,000.00 for the local Community Human Services Program.

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6) Attachments:

- A. Community Human Services Applicant Presentation Schedule
- B. 2025 CHSP Summary Sheet
- C. 2021-2024 CHSP Funding History and 2025 Funding Requests
- D. 2025 CHSP Applications

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# MEMORANDUM

Community Human Services Program

Applicant Presentation Schedule

June 13, 2025



- 3:05 p.m. Tumwater Education Foundation – Justine Capra
- 3:15 p.m. SafePlace - Ryan Cole
- 3:25 p.m. Big Brothers Big Sisters of Southwest Washington – Keith Ann Campbell
- 3:35 p.m. CIELO (Centro Integral Educativo Latino de Olympia) – Karlah Ramirez-Tanori
- 3:45 p.m. Garden-Raised Bounty (GRuB) – Savannah Dresbach
- 3:55 p.m. TOGETHER! – Diana Perez & Courtney Prothero
- 4:05 p.m. Family Support Services of South Sound – Maija Glasier Lawson
- 4:15 p.m. Committee Discussion

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EXECUTIVE DEPARTMENT



### 2025 Community Human Services Program (CHSP) Summary Sheet

APPLICANT	USE OF FUNDS	REQUEST
<p>Big Brothers Big Sisters of Southwest Washington 2424 Heritage Ct. SW #302 Olympia, WA 98502</p>	<p>The mission of Big Brothers Big Sisters of Southwest Washington (BBBS) is to create and support one-to-one mentoring relationships that ignite the power and promise of youth. Our vision is that all youth achieve their full potential. The majority of youth we serve are from historically underserved communities. As a result, many have had less access to resources. The families and youth that we serve seek to be a part of the BBBS program to connect their youth a positive role model who can provide support and representation. We pair these children with screened and trained volunteer adult mentors in the community who play an important role in the child's life by providing educational support, helping develop social skills and fostering a friendship that will help them achieve early success and prevent negative behaviors. We will use the funds to support the salaries and expenses of background checks and training of the volunteers.</p>	<p>\$3,000</p>
<p>CIELO (Centro Integral Educativo Latino de Olympia) 1601 North St SE Olympia, WA 98501</p>	<p>Centro Integral Educativo Latino de Olympia (CIELO) respectfully requests \$15,000 through the City of Tumwater's 2025 Community Human Services Program (CHSP) to support critical, direct services for low income and underserved residents of Tumwater. CIELO has been a trusted, community-based nonprofit since 1996, dedicated to providing free and accessible education, advocacy, and basic needs support to individuals and families in the South Sound region. Our services are open to everyone. We welcome all individuals seeking support—regardless of background, language, income, or immigration status—and work to ensure that no one falls through the cracks due to barriers in accessing traditional systems. While we serve a broad and diverse community, we intentionally focus our outreach on residents who are often left out of mainstream services due to language access, documentation challenges, or systemic gaps in care. Many Tumwater families we serve are experiencing housing insecurity, underemployment, or are navigating essential systems without English fluency. Through our bilingual case management, interpretation services, housing referrals, and emergency assistance (including rental and utility support), we help stabilize families and connect them to long-term resources that promote self-sufficiency and dignity.</p> <p>CHSP funding would be used to:</p> <ul style="list-style-type: none"> <li>• Provide direct financial assistance (e.g., rent, utilities, emergency costs) to Tumwater residents facing financial crisis</li> <li>• Support bilingual case management to help residents navigate housing, health, and legal systems</li> <li>• Offer translation and interpretation for clients accessing critical services</li> </ul>	<p>\$15,000</p>

APPLICANT	USE OF FUNDS	REQUEST
CIELO, (Centro Integral Educativo Latino de Olympia), continued.	<ul style="list-style-type: none"> <li>Offset staffing and operations costs tied to serving Tumwater clients</li> </ul> <p>CIELO is proud to be a part of the region’s human services network and to support the City of Tumwater’s goals of improving outcomes for residents who are low-income or experiencing disadvantage. A \$15,000 investment would help us respond to growing community needs while ensuring that Tumwater residents—especially those who are underserved—have meaningful access to the services they need to thrive.</p>	
Family Support Services of South Sound 3545 7 <sup>th</sup> Ave SW Suite 200 Olympia, WA 98502	<p>Family Support Center of South Sound, founded in 1992, provides families with children and survivors of domestic violence/sexual assault with coordinated supportive services to accomplish the mission, “Working Together to Strengthen All Families and Survivors”. The organization builds strong, healthy, hopeful families through collaborative programs to reduce the negative impacts of poverty, homelessness, and family violence. Family Support Center of South Sound (FSC) operates as a ‘one stop shop’, co-locating with multiple government and nonprofit organizations in a single location thereby reducing the number of places a family or survivor in crisis must go to for services, resources, and support. The Family Resource Services (FRS) program is the organization’s oldest program, and is intended to support ANY family with any kind of need, regardless of income, barriers, household size, etc. The program is ‘first come, first served’ and follows a low barrier approach aimed at offering the support and/or reasonable accommodations necessary to screen families in rather than out. Most often, families in the FRS program seek support to address a housing-related crisis—such as past-due rent, late utility payments, housing search assistance, or application fee payment. FSC is requesting \$3,000 to support this critical program.</p> <p>Family Resource Services Navigators provide individualized support, including homeless prevention and problem-solving conversations, rental assistance, connecting families to community resources, employment support, assistance applying for mainstream benefits, gas cards, childcare access, parent education, DV advocacy, flexible financial assistance, and other supportive services. Utilizing motivational interviewing techniques, staff work with families to identify their strengths and social connections, using those as a foundation to find greater housing stability. For families who are couch surfing or unstably housed, staff provide landlord advocacy and housing search support, helping families understand their rights and navigate common barriers such as past evictions, credit issues, or rental history concerns. In the event a family becomes homeless, staff stay up to date and knowledgeable about the process for families to access coordinated entry and other homeless</p>	\$3,000

APPLICANT	USE OF FUNDS	REQUEST
Family Support Services of South Sound, continued.	<p>response services. Multilingual staff and interpretation/translation services as well as computer and phone access are available for families.</p> <p>The Family Support Center receives hundreds of calls and walk-ins each week—more than 30% of which are for the FRS program. Last year, the FRS program supported more than 460 families with children from the community with comprehensive services to address their needs. Funding this application will ensure that families at risk of homelessness receive timely, targeted support, enhancing their overall housing stability.</p>	
Garden-Raised Bounty (GRuB) 2016 Elliott Ave NW Olympia, WA 98502	<p>The cost per garden is a little over \$500 and includes supplies, gas, labor, and administrative overhead. The \$500 included in our ask will cover only supplies, labor, and gas. \$5,000 from the City of Tumwater will yield 10 home gardens for the City of Tumwater!</p> <ul style="list-style-type: none"> <li>• Supplies: Depending on garden type chosen by the recipient to fit their needs, supplies will include wood, nails, twine for the trellis, soil, containers, and other direct supply needs that arise</li> <li>• Labor: Covers a portion of staff time for the coordination and leading of garden builds, teaching of workshops, and running the program</li> <li>• Gas: Includes cost of gas for the truck that delivers garden build supplies to gardener homes</li> </ul> <p>One garden is equal to ONE of the following:</p> <ul style="list-style-type: none"> <li>• Three 4'x8' raised beds made from 2"x8" fir boards</li> <li>• Three 30"x 14"x 10" deep container gardens</li> </ul>	\$5,000
SafePlace 521 Legion Way SE Olympia, WA 98501	<p>SafePlace is dedicated to preventing and ending sexual and domestic violence. We operate Thurston County's only shelter for survivors of domestic violence (DV). Our Community Services team provides weekly drop-in advocacy, legal advocacy, and a DV support group. In addition to those programs, we have a Housing Program that helps survivors quickly find safe and stable housing; a Sexual Assault (SA) Program that responds to 24/7 emergency hospital calls and operates an SA support group; and a Youth and Prevention team that works in schools (K-12) to teach youth about healthy boundaries, consent, and to become peer-advocates among their friends and peer groups.</p> <p>With \$3,000 from the City of Tumwater, we would continue our tradition of using funds for client assistance. In sharp terms, we need money for gift cards for our clients at both our shelter and our business office. Gift cards, especially those that can be used for food and/or gas, help our clients reach and maintain safety, stability, and self-sufficiency. Transportation is a major barrier to clients</p>	\$3,000

APPLICANT	USE OF FUNDS	REQUEST
SafePlace, continued.	<p>reaching safety. With gift/gas cards, we can help clients attend court hearings for their protection orders, divorces, and custody hearings, often times the final steps to separating themselves from their abusers; gift/gas cards help clients attend job interviews and job fairs so they can build an income and credit. Many survivors are victims of partners that control finances - all survivors are technically homeless. When survivors reach us, they are homeless and usually unemployed and without any financial resources. Gas cards help clients overcome that barrier; gift/gas cards also help clients view apartments/homes, allowing them to travel to fill out applications, pay deposits, and move in to a safe and stable home. Once moved in, they can use gift cards to help buy essential items for themselves and their families.</p> <p>Our services cover all of Thurston County, which means Tumwater falls directly into our service area. By definition our clients are homeless; they are often low-income and always vulnerable. With funding from the City of Tumwater, we can help our clients overcome transportation barriers and to help provide themselves and their families with healthier and happier futures.</p>	
<p>TOGETHER!</p> <p>1520A Irving St SW</p> <p>Tumwater, WA 98512</p>	<p>The Tumwater Community Schools Program addresses the opportunity gap between low-income students &amp; their higher-income peers. In Tumwater (2023-2024), the on-time graduation rate for low-income students was 81% whereas their higher-income peers graduated at 96%. This opportunity gap is persistent and observed across multiple measures (enrollment in quality preschool programs, reading level, attendance, graduation rate) and exists between groups of students defined by socioeconomic status, race/ethnicity, and gender.</p> <p>As a result of our work, we contribute to improving attendance and graduation rates among vulnerable, high-risk student populations as well as improve food &amp; housing security to help Tumwater School District youth &amp; families thrive in this community.</p> <p>Within 2023-2024, we case-managed 260 youth and their families distributing a total of \$116,011.00 for client assistance. At each school we serve, there is a resource center that holds hygiene &amp; dental supplies, clothes &amp; shoes, school supplies and other items that students &amp; families struggle to obtain in their community. By providing these items within school buildings, students can discreetly and easily access other support like case management which is provided by our Community Schools Managers.</p> <p>If awarded the Community Human Services Program Fund, we can continue to distribute these needed items to our students &amp; families in Tumwater and to connect them to further support provided by our program.</p>	\$3,000

APPLICANT	USE OF FUNDS	REQUEST
<p>Tumwater Education Foundation 120 State Ave NE #303 Olympia, WA 98501</p>	<p>The Tumwater Principals' Emergency Fund provides money to principals in the Tumwater School District so that they can respond to emergent student needs. Funds are allocated directly to each school, allowing principals to act quickly and with a minimum of paperwork so that students come to school ready to learn. Basically, when they see a need, they can fill the need. We are a volunteer Board, and all funds awarded go directly to the students.</p> <p>The following list outlines appropriate expenditures of these funds. Approval of expenditures rests with the principal at each school.</p> <p>APPROPRIATE USE OF FUNDS</p> <p>Principals have the latitude in the use of the funds to meet emergent needs that are barriers to learning or participating fully in school.</p> <p>Clothing – shoes, socks, underwear, pants, shirts, coats, etc.</p> <p>Housing – emergency housing, temporary rental assistance. Usually, this assistance is a stop-gap measure before community services can kick in.</p> <p>Utilities – power, water, gas bill assistance, necessary telephone service.</p> <p>Medical – doctor or dental bills or co-payments, prescriptions, glasses.</p> <p>Transportation – bus passes, purchase of a used bike, minor car repair, gas purchases.</p> <p>Food – any food-related purchase (to include laundry or personal hygiene products), school lunches.</p> <p>Supplies – school supplies, testing supplies, sports equipment.</p> <p>Fees – testing fees, college test fees, field trip fees.</p> <p>Miscellaneous – haircut, alarm clock, car towing, child care, child car seat</p> <p>Expenditures that are not allowed – cash disbursements to students or their families.</p>	<p>\$5,000</p>

**CITY OF TUMWATER**  
**2021-2024 Community Human Services Program (CHSP) Funding History and 2025 Funding Requests**

<b>AGENCY</b>	<b>2021 FUNDED</b>	<b>2022 REQUEST</b>	<b>2022 FUNDED</b>	<b>2023 REQUEST</b>	<b>2023 FUNDED</b>	<b>2024 REQUEST</b>	<b>2024 FUNDED</b>	<b>2025 REQUEST</b>
ASHHO Cultural & Job Training Center	did not apply	did not apply	did not apply	did not apply	did not apply	\$5,000	withdrew request	did not apply
Big Brothers/Big Sisters of Southwest Washington	\$4,500	did not apply	did not apply	\$5,000	\$3,000	\$5,000	\$2,175	\$3,000
CIELO (Centro Integral Educativo Latino de Olympia)	did not apply	did not apply	did not apply	did not apply	did not apply	did not apply	did not apply	\$15,000
Dispute Resolution Center	\$3,500	\$4,000	\$4,000	\$4,500	\$2,500	\$4,000	not funded	did not apply
Family Education and Support Services	did not apply	did not apply	did not apply	\$5,000	withdrew request	did not apply	did not apply	did not apply
Family Support Center of South Sound	\$4,000	\$4,000	\$4,000	\$5,000	\$3,000	\$4,000	\$1,740	\$3,000
Garden-Raised Bounty	\$3,000	\$3,000	\$3,000	\$3,000	\$2,500	\$4,000	\$1,740	\$5,000
Medical Equipment Bank – Thurston County Council on Aging	did not apply	did not apply	did not apply	did not apply	did not apply	\$2,500	\$1,085	did not apply
Rebuilding Together Thurston County	did not apply	did not apply	did not apply	did not apply	did not apply	\$3,000	\$1,305	did not apply
SafePlace	did not apply	\$6,000	\$4,000	\$6,000	\$4,000	\$6,000	\$2,605	\$3,000
TOGETHER!	did not apply	did not apply	did not apply	did not apply	did not apply	did not apply	did not apply	\$3,000

AGENCY	2021 FUNDED	2022 REQUEST	2022 FUNDED	2023 REQUEST	2023 FUNDED	2024 REQUEST	2024 FUNDED	2025 REQUEST
Tumwater Education Foundation	did not apply	did not apply	did not apply	did not apply	did not apply	\$5,000	\$2,175	\$5,000
TOTAL	\$15,000	\$17,000	\$15,000	\$28,500	\$15,000	\$38,500	\$12,825	\$37,000

Notes: “Did not apply” means the organization did not submit an application specific to Tumwater’s local Community Human Services Program. “Did not apply” does not mean that the organization did not receive funds from the City of Tumwater. The organization may have applied through the regional funding process and received funds; or they may have a service provider agreement directly with the City and received funds.

**From:** [humanservices@ci.tumwater.wa.us](mailto:humanservices@ci.tumwater.wa.us)  
**To:** [Human Services](#)  
**Subject:** City of Tumwater Community Human Services Program Application  
**Date:** Thursday, May 1, 2025 10:50:53 AM

You don't often get email from humanservices@ci.tumwater.wa.us. [Learn why this is important](#)

A new entry to a form/survey has been submitted.

**Form Name:** City of Tumwater Community Human Services Program Application  
**Date & Time:** 05/01/2025 10:50 a.m.  
**Response #:** 3  
**Submitter ID:** 13438  
**IP address:** 73.221.17.198  
**Time to complete:** 4 min. , 49 sec.

### Survey Details

#### Page 1

#### Entity certification

<b>*Legal name of agency / individual</b>	Big Brothers Big Sisters of Southwest Washington	<b>*Primary Contact Person</b>	Keith Ann Campbell
<b>*Mailing Address</b>	2424 Heritage Court SW Suite 302 Suite 302	<b>*Role in Organization</b>	Executive Director
<b>*City</b>	Olympia	<b>*State</b>	WA
<b>*Zip Code</b>	98502	<b>*Phone Number</b>	3602055499
<b>*Email Address</b>	keithann@swwabigs.org	<b>*Tax ID number</b>	91-1225443
<b>*Date of application</b>	05/01/2025	<b>*Amount of funding requested</b>	3000.00

#### Please select the appropriate agency classification.

(O) A private nonprofit corporation registered with the Office of the Secretary of State, State of Washington, and recognized by the Internal Revenue Service as tax exempt.

#### I hereby state on behalf of the above agency that: (Check all)

- ☒ The applicant has, or can obtain, general liability insurance covering no less than \$2,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage. Additional insurance coverage may be required. The service provider will need to provide a certificate of insurance naming the city as an additional insured to fulfill contract requirements.
- ☒ The applicant has accounting and record-keeping systems, which can: a. Show the purposes for which



City of Tumwater funds have been spent; and b. Be opened to inspection by the City of Tumwater or its agents; and c. Be maintained for at least six (6) years following the end of any contract.

☒ I understand that this is an application for purchase of a service contract, which, if awarded, will be paid on a reimbursement basis.

☒ I understand that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater.

☒ I hereby certify that the information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization making application.

☒ I hereby certify that the person signing this application is duly authorized to execute and deliver this document on behalf of the applicant entity.

### Signature

**Type your full name**

Keith Campbell

**Date of application**

05/01/2025

### Application of funds

#### Please describe how you will use the funds if they are awarded. (Scope of services)

The mission of Big Brothers Big Sisters of Southwest Washington (BBBS) is to create and support one-to-one mentoring relationships that ignite the power and promise of youth. Our vision is that all youth achieve their full potential. The majority of youth we serve are from historically underserved communities. As a result, many have had less access to resources. The families and youth that we serve seek to be a part of the BBBS program to connect their youth a positive role model who can provide support and representation. We pair these children with screened and trained volunteer adult mentors in the community who play an important role in the child's life by providing educational support, helping develop social skills and fostering a friendship that will help them achieve early success and prevent negative behaviors. We will use the funds to support the salaries and expenses of background checks and training of the volunteers.

#### Confirm that if selected, you will provide the following documentation:

☒ Signature on Entity Certification

☒ Organization bylaws

☒ List of board of directors

☒ Proof of signature authority

☒ Project specific budget

☒ Organization total budget

☒ Articles of incorporation

☒ Certificate of insurance naming the city as additional insured

Thank you,

**City of Tumwater, WA**

**This is an automated message generated by Granicus. Please do not reply directly to this email.**

**From:** [humanservices@ci.tumwater.wa.us](mailto:humanservices@ci.tumwater.wa.us)  
**To:** [Human Services](#)  
**Subject:** City of Tumwater Community Human Services Program Application  
**Date:** Tuesday, May 13, 2025 4:16:32 PM

You don't often get email from humanservices@ci.tumwater.wa.us. [Learn why this is important](#)

A new entry to a form/survey has been submitted.

**Form Name:** City of Tumwater Community Human Services Program Application  
**Date & Time:** 05/13/2025 4:16 p.m.  
**Response #:** 6  
**Submitter ID:** 13465  
**IP address:** 2603:3023:ba3:e100:b19e:2638:309:4fff  
**Time to complete:** 17 min. , 48 sec.

Survey Details

Page 1

Entity certification			
*Legal name of agency / individual	CIELO (Centro Integral Educativo Latino de Olympia)	*Primary Contact Person	Karlah Ramirez-Tanori
*Mailing Address	1601 North St SE	*Role in Organization	Executive Director
*City	Olympia	*State	Washington
*Zip Code	98501	*Phone Number	360-764-9482
*Email Address	executivedirector@cieloprograms.org	*Tax ID number	91-1728671
*Date of application	05/13/2025	*Amount of funding requested	15,000

Please select the appropriate agency classification.

(o) A private nonprofit corporation registered with the Office of the Secretary of State, State of Washington, and recognized by the Internal Revenue Service as tax exempt.

I hereby state on behalf of the above agency that: (Check all)

- [x] The applicant has, or can obtain, general liability insurance covering no less than \$2,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage. Additional insurance coverage may be required. The service provider will need to provide a certificate of insurance naming the city as an additional insured to fulfill contract requirements.
- [x] The applicant has accounting and record-keeping systems, which can: a. Show the purposes for which City of Tumwater funds have been spent; and b. Be opened to inspection by the City of Tumwater or its

agents; and c. Be maintained for at least six (6) years following the end of any contract.

[x] I understand that this is an application for purchase of a service contract, which, if awarded, will be paid on a reimbursement basis.

[x] I understand that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater.

[x] I hereby certify that the information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization making application.

[x] I hereby certify that the person signing this application is duly authorized to execute and deliver this document on behalf of the applicant entity.

Signature

Type your full name	Karlah Ramirez-Tanori	Date of application	05/13/2025
---------------------	-----------------------	---------------------	------------

Application of funds

**Please describe how you will use the funds if they are awarded. (Scope of services)**

Centro Integral Educativo Latino de Olympia (CIELO) respectfully requests \$15,000 through the City of Tumwater’s 2025 Community Human Services Program (CHSP) to support critical, direct services for low-income and underserved residents of Tumwater. CIELO has been a trusted, community-based nonprofit since 1996, dedicated to providing free and accessible education, advocacy, and basic needs support to individuals and families in the South Sound region.

Our services are open to everyone. We welcome all individuals seeking support—regardless of background, language, income, or immigration status—and work to ensure that no one falls through the cracks due to barriers in accessing traditional systems. While we serve a broad and diverse community, we intentionally focus our outreach on residents who are often left out of mainstream services due to language access, documentation challenges, or systemic gaps in care.

Many Tumwater families we serve are experiencing housing insecurity, underemployment, or are navigating essential systems without English fluency. Through our bilingual case management, interpretation services, housing referrals, and emergency assistance (including rental and utility support), we help stabilize families and connect them to long-term resources that promote self-sufficiency and dignity.

CHSP funding would be used to:

Provide direct financial assistance (e.g., rent, utilities, emergency costs) to Tumwater residents facing financial crisis

Support bilingual case management to help residents navigate housing, health, and legal systems

Offer translation and interpretation for clients accessing critical services

Offset staffing and operations costs tied to serving Tumwater clients

CIELO is proud to be a part of the region’s human services network and to support the City of Tumwater’s

goals of improving outcomes for residents who are low-income or experiencing disadvantage. A \$15,000 investment would help us respond to growing community needs while ensuring that Tumwater residents—especially those who are underserved—have meaningful access to the services they need to thrive.

Thank you for considering our request. We are honored to continue serving the Tumwater community and welcome the opportunity to partner further in this essential work.

**Confirm that if selected, you will provide the following documentation:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Signature on Entity Certification | <input checked="" type="checkbox"/> Project specific budget  |
| <input checked="" type="checkbox"/> Organization bylaws               | <input checked="" type="checkbox"/> Organization total budget                                      |
| <input checked="" type="checkbox"/> List of board of directors        | <input checked="" type="checkbox"/> Articles of incorporation                                      |
| <input checked="" type="checkbox"/> Proof of signature authority      | <input checked="" type="checkbox"/> Certificate of insurance naming the city as additional insured |

Thank you,  
**City of Tumwater, WA**

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**From:** [humanservices@ci.tumwater.wa.us](mailto:humanservices@ci.tumwater.wa.us)  
**To:** [Human Services](#)  
**Subject:** City of Tumwater Community Human Services Program Application  
**Date:** Friday, May 30, 2025 1:02:54 PM

A new entry to a form/survey has been submitted.

**Form Name:** City of Tumwater Community Human Services Program Application  
**Date & Time:** 05/30/2025 1:02 p.m.  
**Response #:** 9  
**Submitter ID:** 13515  
**IP address:** 2600:100f:a020:e933:d541:7030:2a43:bf6a  
**Time to complete:** 7 min. , 56 sec.

### Survey Details

#### Page 1

#### Entity certification

<b>*Legal name of agency / individual</b>	Family Support Center of South Sound	<b>*Primary Contact Person</b>	Trish Gregory
<b>*Mailing Address</b>	3545 7th Ave SW, Suite 200	<b>*Role in Organization</b>	Executive Director
<b>*City</b>	Olympia	<b>*State</b>	WA
<b>*Zip Code</b>	98502	<b>*Phone Number</b>	360-754-9297 x206
<b>*Email Address</b>	trishg@fscss.org	<b>*Tax ID number</b>	91-2003828
<b>*Date of application</b>	05/30/2025	<b>*Amount of funding requested</b>	\$3,000

#### Please select the appropriate agency classification.

(o) A private nonprofit corporation registered with the Office of the Secretary of State, State of Washington, and recognized by the Internal Revenue Service as tax exempt.

#### I hereby state on behalf of the above agency that: (Check all)

- ☒ The applicant has, or can obtain, general liability insurance covering no less than \$2,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage. Additional insurance coverage may be required. The service provider will need to provide a certificate of insurance naming the city as an additional insured to fulfill contract requirements.
- ☒ The applicant has accounting and record-keeping systems, which can: a. Show the purposes for which City of Tumwater funds have been spent; and b. Be opened to inspection by the City of Tumwater or its agents; and c. Be maintained for at least six (6) years following the end of any contract.
- ☒ I understand that this is an application for purchase of a service contract, which, if awarded, will be paid

on a reimbursement basis.

[x] I understand that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater.

[x] I hereby certify that the information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization making application.

[x] I hereby certify that the person signing this application is duly authorized to execute and deliver this document on behalf of the applicant entity.

### Signature

**Type your full name**

Trish Gregory

**Date of application**

05/30/2025

### Application of funds

**Please describe how you will use the funds if they are awarded. (Scope of services)**

Family Support Center of South Sound, founded in 1992, provides families with children and survivors of domestic violence/sexual assault with coordinated supportive services to accomplish the mission, “Working Together to Strengthen All Families and Survivors”. The organization builds strong, healthy, hopeful families through collaborative programs to reduce the negative impacts of poverty, homelessness, and family violence. Family Support Center of South Sound (FSC) operates as a ‘one stop shop’, co-locating with multiple government and nonprofit organizations in a single location thereby reducing the number of places a family or survivor in crisis must go to for services, resources, and support. The Family Resource Services (FRS) program is the organization’s oldest program, and is intended to support ANY family with any kind of need, regardless of income, barriers, household size, etc. The program is ‘first come, first served’ and follows a low barrier approach aimed at offering the support and/or reasonable accommodations necessary to screen families in rather than out. Most often, families in the FRS program seek support to address a housing-related crisis—such as past-due rent, late utility payments, housing search assistance, or application fee payment. FSC is requesting \$3,000 to support this critical program.

Family Resource Services Navigators provide individualized support, including homeless prevention and problem-solving conversations, rental assistance, connecting families to community resources, employment support, assistance applying for mainstream benefits, gas cards, childcare access, parent education, DV advocacy, flexible financial assistance, and other supportive services. Utilizing motivational interviewing techniques, staff work with families to identify their strengths and social connections, using those as a foundation to find greater housing stability. For families who are couch surfing or unstably housed, staff provide landlord advocacy and housing search support, helping families understand their rights and navigate common barriers such as past evictions, credit issues, or rental history concerns. In the event a family becomes homeless, staff stay up to date and knowledgeable about the process for families to access coordinated entry and other homeless response services. Multilingual staff and interpretation/translation services as well as computer and phone access are available for families.

The Family Support Center receives hundreds of calls and walk-ins each week—more than 30% of which are for the FRS program. Last year, the FRS program supported more than 460 families with children from the community with comprehensive services to address their needs. Funding this application will ensure that families at risk of homelessness receive timely, targeted support, enhancing their overall housing stability.

**Confirm that if selected, you will provide the following documentation:**

[x] Signature on Entity Certification  
[x] Organization bylaws  
[x] List of board of directors  
[x] Proof of signature authority

[x] Project specific budget  
[x] Organization total budget  
[x] Articles of incorporation  
[x] Certificate of insurance naming the city as  
additional insured

Thank you,  
**City of Tumwater, WA**

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**From:** [humanservices@ci.tumwater.wa.us](mailto:humanservices@ci.tumwater.wa.us)  
**To:** [Human Services](#)  
**Subject:** City of Tumwater Community Human Services Program Application  
**Date:** Monday, May 5, 2025 4:53:41 PM

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A new entry to a form/survey has been submitted.

**Form Name:** City of Tumwater Community Human Services Program Application  
**Date & Time:** 05/05/2025 4:53 p.m.  
**Response #:** 5  
**Submitter ID:** 13449  
**IP address:** 2601:603:5200:3420:8557:1445:de50:a0c0  
**Time to complete:** 8 min. , 42 sec.

**Survey Details**

**Page 1**

**Entity certification**

<b>*Legal name of agency / individual</b>	Garden-Raised Bounty (GRuB)	<b>*Primary Contact Person</b>	Clare Follmann
<b>*Mailing Address</b>	2016 Elliott Ave NW	<b>*Role in Organization</b>	Grants Manager
<b>*City</b>	Olympia	<b>*State</b>	WA
<b>*Zip Code</b>	98502	<b>*Phone Number</b>	3607535522
<b>*Email Address</b>	clare@goodgrub.org	<b>*Tax ID number</b>	91-1594312
<b>*Date of application</b>	05/05/2025	<b>*Amount of funding requested</b>	5000

**Please select the appropriate agency classification.**

(o) A private nonprofit corporation registered with the Office of the Secretary of State, State of Washington, and recognized by the Internal Revenue Service as tax exempt.

**I hereby state on behalf of the above agency that: (Check all)**

[x] The applicant has, or can obtain, general liability insurance covering no less than \$2,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage. Additional insurance coverage may be required. The service provider will need to provide a certificate of insurance naming the city as an additional insured to fulfill contract requirements.

[x] The applicant has accounting and record-keeping systems, which can: a. Show the purposes for which City of Tumwater funds have been spent; and b. Be opened to inspection by the City of Tumwater or its agents; and c. Be maintained for at least six (6) years following the end of any contract.

[x] I understand that this is an application for purchase of a service contract, which, if awarded, will be paid



on a reimbursement basis.

[x] I understand that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater.

[x] I hereby certify that the information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization making application.

[x] I hereby certify that the person signing this application is duly authorized to execute and deliver this document on behalf of the applicant entity.

**Signature**

Type your full name	Clare Follmann	Date of application	05/12/2025
---------------------	----------------	---------------------	------------

**Application of funds**

**Please describe how you will use the funds if they are awarded. (Scope of services)**

The cost per garden is a little over \$500 and includes supplies, gas, labor, and administrative overhead. The \$500 included in our ask will cover only supplies, labor, and gas. \$5,000 from the City of Tumwater will yield 10 home gardens for the City of Tumwater!

- Supplies: Depending on garden type chosen by the recipient to fit their needs, supplies will include wood, nails, twine for the trellis, soil, containers, and other direct supply needs that arise
- Labor: Covers a portion of staff time for the coordination and leading of garden builds, teaching of workshops, and running the program
- Gas: Includes cost of gas for the truck that delivers garden build supplies to gardener homes

One garden is equal to ONE of the following:

- Three 4'x8' raised beds made from 2"x8" fir boards
- Three 30"x 14"x 10" deep container gardens

**Confirm that if selected, you will provide the following documentation:**

- |                                       |  |
|---------------------------------------|--|
| [x] Signature on Entity Certification | [x] Project specific budget  |
| [x] Organization bylaws               | [x] Organization total budget                                      |
| [x] List of board of directors        | [x] Articles of incorporation                                      |
| [x] Proof of signature authority      | [x] Certificate of insurance naming the city as additional insured |

Thank you,  
**City of Tumwater, WA**

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**From:** [humanservices@ci.tumwater.wa.us](mailto:humanservices@ci.tumwater.wa.us)  
**To:** [Human Services](#)  
**Subject:** City of Tumwater Community Human Services Program Application  
**Date:** Monday, May 5, 2025 4:00:55 PM

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A new entry to a form/survey has been submitted.

**Form Name:** City of Tumwater Community Human Services Program Application  
**Date & Time:** 05/05/2025 4:00 p.m.  
**Response #:** 4  
**Submitter ID:** 13448  
**IP address:** 2603:3023:b0d:7b00:b970:9763:96b1:2ac9  
**Time to complete:** 2 min. , 36 sec.

Survey Details

Page 1

Entity certification			
*Legal name of agency / individual	SafePlace	*Primary Contact Person	Ryan Cole
*Mailing Address	521 Legion Way SE	*Role in Organization	Development Director
*City	Olympia	*State	WA
*Zip Code	98501	*Phone Number	3607868754
*Email Address	ryanc@safeplaceolympia.org	*Tax ID number	91-1153988
*Date of application	05/05/2025	*Amount of funding requested	\$3,000

Please select the appropriate agency classification.

(o) A private nonprofit corporation registered with the Office of the Secretary of State, State of Washington, and recognized by the Internal Revenue Service as tax exempt.

I hereby state on behalf of the above agency that: (Check all)

- [x] The applicant has, or can obtain, general liability insurance covering no less than \$2,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage. Additional insurance coverage may be required. The service provider will need to provide a certificate of insurance naming the city as an additional insured to fulfill contract requirements.
- [x] The applicant has accounting and record-keeping systems, which can: a. Show the purposes for which City of Tumwater funds have been spent; and b. Be opened to inspection by the City of Tumwater or its agents; and c. Be maintained for at least six (6) years following the end of any contract.

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☒ I understand that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater.

☒ I hereby certify that the information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization making application.

☒ I hereby certify that the person signing this application is duly authorized to execute and deliver this document on behalf of the applicant entity.

### Signature

**Type your full name**

Ryan Cole

**Date of application**

05/05/2025

### Application of funds

**Please describe how you will use the funds if they are awarded. (Scope of services)**

SafePlace is dedicated to preventing and ending sexual and domestic violence. We operate Thurston County's only shelter for survivors of domestic violence (DV). Our Community Services team provides weekly drop-in advocacy, legal advocacy, and a DV support group. In addition to those programs, we have a Housing Program that helps survivors quickly find safe and stable housing; a Sexual Assault (SA) Program that responds to 24/7 emergency hospital calls and operates an SA support group; and a Youth and Prevention team that works in schools (K-12) to teach youth about healthy boundaries, consent, and to become peer-advocates among their friends and peer groups.

With \$3,000 from the City of Tumwater, we would continue our tradition of using funds for client assistance. In sharp terms, we need money for gift cards for our clients at both our shelter and our business office. Gift cards, especially those that can be used for food and/or gas, help our clients reach and maintain safety, stability, and self-sufficiency. Transportation is a major barrier to clients reaching safety. With gift/gas cards, we can help clients attend court hearings for their protection orders, divorces, and custody hearings, often times the final steps to separating themselves from their abusers; gift/gas cards help clients attend job interviews and job fairs so they can build an income and credit. Many survivors are victims of partners that control finances - all survivors are technically homeless. When survivors reach us, they are homeless and usually unemployed and without any financial resources. Gas cards help clients overcome that barrier; gift/gas cards also help clients view apartments/homes, allowing them to travel to fill out applications, pay deposits, and move in to a safe and stable home. Once moved in, they can use gift cards to help buy essential items for themselves and their families.

Our services cover all of Thurston County, which means Tumwater falls directly into our service area. By definition our clients are homeless; they are often low-income and always vulnerable. With funding from the City of Tumwater, we can help our clients overcome transportation barriers and to help provide themselves and their families with healthier and happier futures.

Ryan Cole  
Development Director  
SafePlace

**Confirm that if selected, you will provide the following documentation:**

[x] Signature on Entity Certification  
[x] Organization bylaws  
[x] List of board of directors  
[x] Proof of signature authority

[x] Project specific budget  
[x] Organization total budget  
[x] Articles of incorporation  
[x] Certificate of insurance naming the city as  
additional insured

Thank you,  
**City of Tumwater, WA**

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**From:** [humanservices@ci.tumwater.wa.us](mailto:humanservices@ci.tumwater.wa.us)  
**To:** [Human Services](#)  
**Subject:** City of Tumwater Community Human Services Program Application  
**Date:** Wednesday, May 28, 2025 1:52:55 PM

A new entry to a form/survey has been submitted.

**Form Name:** City of Tumwater Community Human Services Program Application  
**Date & Time:** 05/28/2025 1:52 p.m.  
**Response #:** 8  
**Submitter ID:** 13500  
**IP address:** 50.197.91.57  
**Time to complete:** 29 min. , 21 sec.

Survey Details

Page 1

Entity certification

<b>*Legal name of agency / individual</b>	TOGETHER!	<b>*Primary Contact Person</b>	Sierra Abrams
<b>*Mailing Address</b>	1520 A Irving St SW	<b>*Role in Organization</b>	Co-Executive Director
<b>*City</b>	Tumwater	<b>*State</b>	Washington
<b>*Zip Code</b>	98512	<b>*Phone Number</b>	360-999-0540
<b>*Email Address</b>	sabrams@watogether.org	<b>*Tax ID number</b>	91-1465778
<b>*Date of application</b>	05/28/2025	<b>*Amount of funding requested</b>	\$3,000

Please select the appropriate agency classification.

(o) A private nonprofit corporation registered with the Office of the Secretary of State, State of Washington, and recognized by the Internal Revenue Service as tax exempt.

I hereby state on behalf of the above agency that: (Check all)

- [x] The applicant has, or can obtain, general liability insurance covering no less than \$2,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage. Additional insurance coverage may be required. The service provider will need to provide a certificate of insurance naming the city as an additional insured to fulfill contract requirements.
- [x] The applicant has accounting and record-keeping systems, which can: a. Show the purposes for which City of Tumwater funds have been spent; and b. Be opened to inspection by the City of Tumwater or its agents; and c. Be maintained for at least six (6) years following the end of any contract.
- [x] I understand that this is an application for purchase of a service contract, which, if awarded, will be paid on a reimbursement basis.

☒ I understand that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater.

☒ I hereby certify that the information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization making application.

☒ I hereby certify that the person signing this application is duly authorized to execute and deliver this document on behalf of the applicant entity.

### Signature

**Type your full name**

Diana Perez

**Date of application**

05/28/2025

### Application of funds

**Please describe how you will use the funds if they are awarded. (Scope of services)**

The Tumwater Community Schools Program addresses the opportunity gap between low-income students & their higher-income peers. In Tumwater (2023-2024), the on-time graduation rate for low-income students was 81% whereas their higher-income peers graduated at 96%. This opportunity gap is persistent and observed across multiple measures (enrollment in quality preschool programs, reading level, attendance, graduation rate) and exists between groups of students defined by socioeconomic status, race/ethnicity, and gender.

As a result of our work, we contribute to improving attendance and graduation rates among vulnerable, high-risk student populations as well as improve food & housing security to help Tumwater School District youth & families thrive in this community.

Within 2023-2024, we case-managed 260 youth and their families distributing a total of \$116,011.00 for client assistance. At each school we serve, there is a resource center that holds hygiene & dental supplies, clothes & shoes, school supplies and other items that students & families struggle to obtain in their community. By providing these items within school buildings, students can discreetly and easily access other support like case management which is provided by our Community Schools Managers.

If awarded the Community Human Services Program Fund, we can continue to distribute these needed items to our students & families in Tumwater and to connect them to further support provided by our program.

### Confirm that if selected, you will provide the following documentation:

☒ Signature on Entity Certification

☒ Organization bylaws

☒ List of board of directors

☒ Proof of signature authority

☒ Project specific budget

☒ Organization total budget

☒ Articles of incorporation

☒ Certificate of insurance naming the city as additional insured

Thank you,  
**City of Tumwater, WA**

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**From:** [humanservices@ci.tumwater.wa.us](mailto:humanservices@ci.tumwater.wa.us)  
**To:** [Human Services](#)  
**Subject:** City of Tumwater Community Human Services Program Application  
**Date:** Monday, May 26, 2025 5:21:32 PM

A new entry to a form/survey has been submitted.

**Form Name:** City of Tumwater Community Human Services Program Application  
**Date & Time:** 05/26/2025 5:21 p.m.  
**Response #:** 7  
**Submitter ID:** 13492  
**IP address:** 71.197.154.122  
**Time to complete:** 15 min. , 24 sec.

### Survey Details

#### Page 1

#### Entity certification

<b>*Legal name of agency / individual</b>	Tumwater Education Foundation	<b>*Primary Contact Person</b>	Justine Capra
<b>*Mailing Address</b>	120 State Avenue NE #303	<b>*Role in Organization</b>	Secretary/Grant Writer
<b>*City</b>	Olympia	<b>*State</b>	WA
<b>*Zip Code</b>	98501	<b>*Phone Number</b>	3602394898
<b>*Email Address</b>	homeswithjustine@gmail.com	<b>*Tax ID number</b>	91-1362877
<b>*Date of application</b>	05/26/2025	<b>*Amount of funding requested</b>	\$5,000

#### Please select the appropriate agency classification.

(o) A private nonprofit corporation registered with the Office of the Secretary of State, State of Washington, and recognized by the Internal Revenue Service as tax exempt.

#### I hereby state on behalf of the above agency that: (Check all)

- [x] The applicant has, or can obtain, general liability insurance covering no less than \$2,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage. Additional insurance coverage may be required. The service provider will need to provide a certificate of insurance naming the city as an additional insured to fulfill contract requirements.
- [x] The applicant has accounting and record-keeping systems, which can: a. Show the purposes for which City of Tumwater funds have been spent; and b. Be opened to inspection by the City of Tumwater or its agents; and c. Be maintained for at least six (6) years following the end of any contract.
- [x] I understand that this is an application for purchase of a service contract, which, if awarded, will be paid on a reimbursement basis.

☒ I understand that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater.

☒ I hereby certify that the information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization making application.

☒ I hereby certify that the person signing this application is duly authorized to execute and deliver this document on behalf of the applicant entity.

### Signature

**Type your full name**

Justine Capra

**Date of application**

05/26/2025

### Application of funds

**Please describe how you will use the funds if they are awarded. (Scope of services)**

Tumwater Education Foundation  
Scope of Work – 2025-2026

The Tumwater Principals' Emergency Fund provides money to principals in the Tumwater School District so that they can respond to emergent student needs. Funds are allocated directly to each school, allowing principals to act quickly and with a minimum of paperwork so that students come to school ready to learn. Basically, when they see a need, they can fill the need. We are a volunteer Board, and all funds awarded go directly to the students.

The following list outlines appropriate expenditures of these funds. Approval of expenditures rests with the principal at each school.

**APPROPRIATE USE OF FUNDS**

Principals have the latitude in the use of the funds to meet emergent needs that are barriers to learning or participating fully in school.

Clothing – shoes, socks, underwear, pants, shirts, coats, etc.

Housing – emergency housing, temporary rental assistance. Usually, this assistance is a stop-gap measure before community services can kick in.

Utilities – power, water, gas bill assistance, necessary telephone service.

Medical – doctor or dental bills or co-payments, prescriptions, glasses.

Transportation – bus passes, purchase of a used bike, minor car repair, gas purchases.

Food – any food-related purchase (to include laundry or personal hygiene products), school lunches.

Supplies – school supplies, testing supplies, sports equipment.

Fees – testing fees, college test fees, field trip fees.

Miscellaneous – haircut, alarm clock, car towing, child care, child car seat

Expenditures that are not allowed – cash disbursements to students or their families.

**Confirm that if selected, you will provide the following documentation:**

☒ Signature on Entity Certification

☒ Project specific budget

☒ Organization bylaws

☒ Organization total budget

☒ List of board of directors

☒ Articles of incorporation



<input type="checkbox"/> Proof of signature authority	<input checked="" type="checkbox"/> Certificate of insurance naming the city as additional insured
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Thank you,  
**City of Tumwater, WA**

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**This is an automated message generated by Granicus. Please do not reply directly to this email.**

TO: Budget and Finance Committee  
FROM: Troy Niemeyer, Finance Director  
DATE: June 13, 2025  
SUBJECT: Year-to-date budget update

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1) Recommended Action:

This item is informational only.

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2) Background:

Staff will provide regular budget-to-actual reports.

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3) Policy Support:

Be fiscally responsible and develop sustainable financial strategies.

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4) Alternatives:

☐ n/a

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5) Fiscal Notes:

n/a

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6) Attachments:

A. none