



The Washington Families Fund (WFF), a program of Building Changes, is a public-private partnership to expand service-enriched affordable housing for homeless families in Washington State. For more information visit our interim website at www.buildingchanges.org.

Spring 2008 WFF Grantee E-Newsletter

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WFF Project Highlight

As many homeless housing and service providers are aware, children of homeless families undergo a significant amount of trauma. For this reason Washington Families Fund called on agencies to provide specific, child-focused programs within the context of supportive services offered to homeless families. One WFF grantee, [Serenity House of Clallam County](#), located in Port Angeles, Washington, offered to share a brief summary of their children's services, which includes an onsite childcare facility and extensive programs for babies and children. The staff at Serenity House believes strongly that providing a supportive environment for children allows families to flourish and reach their goals.

[Serenity House](#) offers a variety of programs for homeless families including an emergency shelter, transitional housing, Housing First, short-term rental assistance, and drop-in services. Serenity House also runs an onsite, state-licensed childcare center, a Children's Advocacy Group consisting of a representative from each Family Services program, and has a Child Advocate on staff. The Child Advocate is an important part of the children's services and is involved with providing after-school programs, focusing on study skills and homework support, and positively reinforcing education. The Child Advocate and Case Managers work closely with teachers, principals, and the schools district's Homeless Liaison to ensure in-school support, including homework and tutoring help. The Child Advocate also coordinates social and artistic activities and events including field trips, dental care, and life-skills classes such as anger management. There is also an educational support group for parents of babies and toddlers.

The Staff of [Serenity House](#) promote community building among the kids by encouraging them to participate in community service projects. So far kids have been involved in keeping up the grounds by picking up litter, weeding sidewalks, helping construct a

community garden by sifting rocks from soil. These activities help kids understand how they can positively impact their neighborhood, practice teamwork, and time management, build a strong work ethic and act with compassion within their community.

A variety of other services and opportunities are available for children and are supported by donations in the form of gifts, volunteer time, and grants. School supplies, clothes, and shoes are provided by a variety of local resources and a [Kiwanis](#) group brings a monthly story-time program for children. Families also have the opportunity to participate in the Ropes Challenge Course which is coordinated with the local community college, [Peninsula College](#) and funded with a grant from the [Community Mobilization Against Substance Abuse](#) program.

Thanks to all off the staff at Serenity House who work daily to bring quality services to children and families and to prevent and eliminate homelessness in Clallam County.

Do you want us to profile your program in the WFF E-Newsletter? Email Kelly Smith at Kelly.Smith@BuildingChanges.org today and let her know!

WFF Develops New Training Plan

In 2008, Washington Families Fund (WFF) began offering training scholarship opportunities for WFF grantees. Each grantee, together with their partner agencies, is able to access up to \$650 per calendar year for training funds in addition to their original grant award. This means that if grantee staff want to attend conferences, additional training seminars, and/or classes, they can submit a request for scholarship assistance, and if approved, WFF will reimburse agencies for the cost!

While \$650 may seem like a small amount of money, these funds are not intended to cover the entire cost of continuing education needs. WFF scholarship funds are intended to be one source of funds for the project's overall training budget. Many grantees have begun using the funds to leverage other resources in their agency and to create a full training plan for their staff. We are excited to provide opportunities for service and housing providers to gain more knowledge and expertise, but please be sure to talk with all WFF dedicated staff and supervisors before applying so that everyone has a chance to seek continuing education opportunities.

Don't forget: the trainings that WFF facilitates usually offer two free slots per grantee and do not count towards your agency's scholarship total. Attendees beyond three or any fee or other cost associated with attendance are eligible for scholarship request.

Click [here](#) to access the application directly. Or, visit our [website](#) at to download the form.

For more information on the scholarship application contact Kelly Smith at Kelly.Smith@BuildingChanges.org.

Training Opportunities for 2008

Part of our job at Washington Families Fund (WFF) is to help grantees share tools, best practices, and training opportunities with each other. We are always looking for feedback from you, useful information to publish in the newsletter, or even trainings that we can help facilitate. Based on input we've received so far, we are putting together a training calendar for the remainder of 2008 that tentatively includes the following: working with dually diagnosed clients (see below for details), understanding the impact of employment on public benefits, fair housing/immigration law & housing, effective supervision & staff retention, fundraising & philanthropy, and cultural competency. We will send you information and registration details as these trainings become available.

If you have in-house trainings that you would be willing to open up to other WFF grantees, let us know! We would love to help facilitate more grantee information sharing.

For more information on WFF trainings or to share your ideas, contact Dan Johnson, Technical Advisor at Dan.Johnson@BuildingChanges.org or (206) 322-9444 x 23.

Upcoming Events

Save the Date! – Dual Diagnosis Training June 13th

WFF will be hosting a Dual Diagnosis training with Rhonda McKillip on Friday June 13th. Rhonda is a psychotherapist, and National Association of Alcoholism and Drug Abuse Counselors (NAADC) education provider. This training is targeted toward professionals who provide services to individuals with mental health disorders, substance use disorders, or co-occurring disorders. Enhance your capabilities to provide services to your dually diagnosed client by learning additional techniques, tools, and skills – and earn CEUs!

WFF will provide up to two free slots for each grantee agency and their partners to send WFF-dedicated staff. Additional staff will be charged a \$65.00 registration fee. Registration opens May 12th, so stay tuned for details.

Save the Date! – Housing Washington Conference September 15th – 16th

Come hear the best regional and national presenters on affordable housing forge “Progressive Partnerships – Sustain Solutions” at the 2008 Housing Washington Conference. The conference will be held at the Greater Tacoma Convention & Trade Center. Registration and program details will be available this summer. For more information on the program and guest speakers, visit the Housing Washington website at [Housing Washington 2008](#).

How to Access HUD Funds Workshop June 2nd

HUD is offering a free workshop for communities, faith based, and grassroots organization to learn how to access a variety of HUD grant funds. This will also be an opportunity to hear best practices from past successful grant recipients and network with other attendees. The workshop will be held Monday June 2nd in Lacey, WA.

For more information on the event, click [here](#) to view the flyer or, contact Steven Washington at Steven.K.Washington@hud.gov. You can also [register online](#). *Registration closes May 26th.*

Reminder:** WFF scholarship funds can be requested for travel expenses. **

Technical Assistance Resources

We are committed to providing you with useful resources that will help you better manage your program, provide better services to your clients, and stay in touch with helpful resources that are available in your community.

If you have any ideas that you would like other grantees to know about, or you would like to see something profiled in the newsletter, please email Kelly Smith at Kelly.Smith@BuildingChanges.org.

Reporting Requirements – Mark Your Calendar!



Quarterly Financial and Service Activities Reports Due July 18th

Please make sure your project narrative, service report, and financial report are complete and turned into Emily on time. If you have questions or concerns, contact Emily at Emily.Nolan@BuildingChanges.org or call her at (206) 322-9444 x 36.

Quarterly Report Due Dates	
Activity Period	Report Due Date
April – June 2008 activities	July 18, 2008
July – Sept 2008 activities	Oct 17, 2008
Oct – Dec 2008 activities	Jan 16, 2009
Jan – Mar 2009 activities	April 17, 2009



Client Data Collection Survey Due Dates

WFF evaluations are an important part of the WFF program, and the survey due dates are summarized below. Links to surveys are available online at http://www.aidshousing.org/newsletter2210/newsletter_show.htm?doc_id=327085.

A reminder for 2007 Moderate-Level grantees: please have all client intake surveys for clients that started receiving WFF-funded services on April 1st completed and entered into Survey Monkey by **June 1st, 2008**.

Data Collection Survey Due Dates	
Event	Due Date(s)
Initial Intake into WFF Program	Within 60 days of Program Entry
* Annual Reassessment	* September 30, 2008
Exit Interview (<i>includes families that disappear</i>)	Within 30 days of Program Exit
Post-Exit Follow-up	7 months after Program Exit (<i>and every 6 months thereafter until family disappears</i>)

Reporting tools, guidance, and links to data collection surveys are available online at http://www.aidshousing.org/newsletter2210/newsletter_show.htm?doc_id=327085.

Contact Us

Emily Nolan, Washington Families Fund Manager

Emily.Nolan@BuildingChanges.org

(206) 322-9444 x 36

Contact Emily with questions about contracts, RFPs, quarterly reports, monitoring, changes to your program, and client reporting.

Kelly Zelenka, Manager of Training and Technical Assistance

Kelly.Zelenka@BuildingChanges.org

(206) 322-9444 x 26

Contact Kelly Zelenka to help identify your training and TA needs and getting staff connected with resources, information and one-on-one assistance with program operating and management needs specific to WFF or related to supportive housing programs within your agency.

Kelly Smith, Program Coordinator

Kelly.Smith@BuildingChanges.org

(206) 322-9444 x 11

Contact Kelly Smith with technical questions related to entering client data in SurveyMonkey, submitting scholarship applications and registering for any WFF-coordinated training, and to provide suggestions for quarterly eNewsletter content, including your program highlights.

Daniel Johnson, Technical Advisor

Dan.Johnson@BuildingChanges.org

(206) 322-9444 x 23

Contact Dan to help identify your training and TA needs and getting staff connected with resources, information and one-on-one assistance with program operating and management needs specific to WFF or related to supportive housing programs within your agency.

Ranita Jain, Performance Measurement Specialist

Ranita.Jain@BuildingChanges.org

(206) 322-9444 37

Contact Ranita for information about the WFF high-level services evaluation activities and related HMIS questions.

[Unsubscribe: Kelly.Smith@BuildingChanges.org](mailto:Kelly.Smith@BuildingChanges.org)

Additional grantee resources and client data surveys are available on the Washington Families Fund homepage, <http://www.aidshousing.org/wff>.

AIDS Housing of Washington is now Building Changes.
For information about our new name and expanded vision, please visit our interim website at www.BuildingChanges.org.

