

- Q** If you are funded by one city currently and you want to request funding from more cities in the next cycle should you fill out a whole new client demographics spreadsheet?
- A** No, because the demographics sheet should already include all of the information for the other cities. If not, you haven't filled it out correctly and you should do another one.
- Q** When filling out an application and checking the boxes for the cities, are you checking boxes for the agency or a particular program?
- A** The particular program. This is your program application and you are checking the different cities for each program. You may have another program applying to three other cities so you would check different boxes for each program.
- Q** There are a few cities that are disabled in the 2019 city funded column. Why?
- A** Because we want numbers for residents of Seattle, unincorporated King County, and outside of the county as well. However, they are not part of our collaborative and do not provide funding through this system. There is a projected number for those cities though. We want to know who you are serving (not just those you are funding). We want to see them reflected, but the last column is just for those cities you are asking for funding from.
- Q** There are a number of organizations that would be asking for funding from cities for different programs. If you have one program asking cities A, B and C for money and another program asking cities for B, C and D for funding would you be filling out two separate program applications?
- A** Yes, check the different cities for each program.
- Q** For example, in City of Redmond 2019 Projected we are going to serve 100 residents and Redmond is only paying for 50. So we put 100 in the City 2019 Projected column and 50 in the 2019 City Funded column. Do we do that for all the cities?
- A** Yes. There is not a predetermined amount cities will be paying for. There is no formula so you have to ask.
- Q** Can you project to serve 100 city residents and then ask the city to fund 100 city residents?
- A** Yes, you can. It does need to make sense with your program budget though. Agencies need to decide which portion cities are being asked to fund, come up with that calculation, and it should be consistent across cities. The numbers should be proportionate across cities.
- Q** Do you have to put in a number for every single cell even though you aren't requesting money from every single city?
- A** Yes. It can be zero.
- Q** With permanent housing is it all the residents served in the household or just head of household?
- A** Every resident of that house is counted.

Q Is there a service unit name glossary?

A Yes, there is a drop down box to select from and there is a service unit glossary with definitions on the website.

Q When serving homeless living in cars, or another mobile population how do you know which city you can count them for?

A Use their last former address before becoming homeless. It would be unknown or outside of King County if from another state. For programs in the HMIS system collecting information about last prior address that is what to report. Talk to city contacts if you have questions about this because it may vary jurisdiction by jurisdiction.

Q 211 now requires you to register and are you duplicating services with 211? Some programs utilize and have a contract with 211 to do a screening.

A That should not have anything to do with our funding process. Talk to cities you will apply to.

Q When creating your agency profile is it editable? If the ED leaves can you change it?

A Yes you can. If you need to change the email associated with the sign up please email share1appquestions@gmail.com.

Q Do you submit the agency profile?

A You don't submit the agency profile. You submit the programs underneath the agency.

Q Is there a document that goes over the whole application?

A There is a "help document" on the webpage that goes over the questions and offers some guiding help text.

Q The ED has the user name and password. Is there a place where the program staff contacts will be listed?

A You will still fill in the program contact information for each within the different program applications.

Q Can you talk about the decision making process for the cities?

A Each city has a separate process. It is best to go to each City supplemental to find out what the individual city processes are.

Q Where can I find the supplementals?

A All of the supplementals can be found at www.share1app.org.

Q Do cities have a ratio of new organizations to the city versus existing organizations.

A If you are a brand new agency or program to a city (unfunded) you should reach out to the city staff, but most cities do not have set ratios.

Q For the financial review how recent does it need to be?

A Submit the most recent one you have - hopefully within the last year.