

MEMORANDUM



Bellevue Parks &
Community Services

DATE: May 17, 2022

TO: Human Services Commission Members

FROM: Leslie R. Miller, Human Services Manager
Parks & Community Services Department

SUBJECT: 2023-2024 Human Services Fund Applications—Round Two Options

Commissioners will consider adopting an alternative application review process to address the demands associated with the unprecedented number of applications submitted.

Background

During the May 3rd Commission meeting, the Commission agreed to the need for several added meetings to meet the demands associated with an unprecedented number of applications. Staff are presenting an alternative review process for the Commission's consideration that would most likely eliminate the need for added meetings, while maintaining the Commission's role to provide funding recommendations to the City Council.

The Commission will be invited to provide input and/or generate other ideas that may address the workload associated with this year's funding review process.

Staff proposal:

Round One:

- Status Quo: no changes from previous years.
- Meeting Dates: May 17th and June 7th
- The Commission determines which applications should be advanced for further consideration for funding.

Round Two:

- Change: Human Services staff will review the applications advanced by the Commission and create DRAFT funding recommendations based on the identified priorities of Council and the Commission.
- This would happen outside of the Commission meetings, prior to the June 23rd Meeting.
- Recommendations would be presented to the Commission for further deliberation.

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Round Three:

- Status Quo: no changes from previous years
- Meeting Dates: June 23, July 7th, July 19th (possibility to add a meeting on July 26th if needed).
- The Commission would review the DRAFT funding recommendations and form final recommendations prior to a public hearing. After the public hearing, the Commission would vote on their final recommendations to proceed to Council.

If this alternative were to be adopted, the Commission would likely not need any additional meetings. The schedule would be:

Tuesday, May 17	Round One Discussion Part I
Tuesday, June 7	Round One Discussion Part II
Thursday, June 23	Round Three Discussion Part I
Thursday, July 7	Round Three Discussion Part II
Tuesday, July 19	Round Three Discussion Part III
Tuesday July 26	Round Three Discussion Part IV (if needed)

If the Commission decides to proceed with the review process used in prior funding cycles, the schedule determined at the May 3rd meeting would be as follows:

Tuesday, May 17	Round One Discussion Part I
Tuesday, May 24	Round One Discussion Part II, Round Two Discussion, Goal Area #5
Tuesday, June 7	Round Two Discussion, Goal Area #4
Tuesday, June 14	Round Two Discussion, Goal Area #3, Goal Area #2
Thursday, June 23	Round Two Discussion, Goal Area #2 (cont.)
Thursday, July 7	Round Two Discussion, Goal Area #1
Tuesday, July 12	Round Two Discussion Goal Area # 1 (cont.)
Tuesday, July 19	Round Three Discussion Part I
Tuesday, July 26	Round Three Discussion Part II