

**CITY OF COVINGTON  
HUMAN SERVICES JOINT AGREEMENT  
2011 SERVICE REPORT**

**Agency Information:**

Child Care Resources  
1225 S. Weller, Suite 300  
Seattle, WA 98144

phone: 206-329-1011  
fax: 206-461-3726

Contact: Deeann Burtch-Puffert

Title: Chief Executive Officer

**Contract Information:**

Contract Amount: \$27,199

Program Name: Child Care Resource and Referral

Description of Services: To provide information and referral to assist families in finding appropriate child care; provide technical assistance to child care providers; and provide community education regarding child care issues.

**Reporting Information for:**

- |                                     |                              |                                     |                                   |
|-------------------------------------|------------------------------|-------------------------------------|-----------------------------------|
| <input checked="" type="checkbox"/> | 1st Qtr/Jan-Mar due April 15 | <input checked="" type="checkbox"/> | 2nd Qtr, Apr-June, due July 15,   |
| <input checked="" type="checkbox"/> | 3rd Qtr, Jul-Sep, due Oct 15 | <input checked="" type="checkbox"/> | 4th Qtr, Oct-Dec, due January 5th |

*Required Attachment Checklist:*

- Quarterly Financial Report
- Quarterly Demographic Report
- Outcome Measures Report (2nd and 4<sup>th</sup> quarters)
- Quarterly Narrative Report \*
- Insurance Liability Certificate (1<sup>st</sup> Quarter only)

*\*Please attach a narrative explanation in the event that quarterly performance measures were not met.*

City of Burien Performance Measures:	Planned Service Units				New Service Units this quarter	Total Service Units to Date (ALL Funding Sources)
	1st	2nd	3rd	4th		
Number of Unduplicated Clients	9	9	9	8	23	59
Information & Referrals	9	9	9	8	23	59
Training Hours	10	10	9	9	14	128.25
Technical Assistance Hours	3	2	3	2	4.92	59.85

City of Covington Performance Measures:	Planned Service Units				New Service Units this quarter	Total Service Units to Date (ALL Funding Sources)
	1st	2nd	3rd	4th		
Number of Unduplicated Clients	5	5	5	5	8	20
Information & Referrals	5	5	5	5	8	20
Training Hours	7	6	6	6	0	14
Technical Assistance Hours	3	2	3	2	0	58.91

2011 Joint Human Service Agreement  
Service Report – Exhibit D

City of Renton Performance Measures:	Planned Service Units				New Service Units this quarter	Total Service Units to Date (ALL Funding Sources)
	1st	2nd	3rd	4th		
Number of Unduplicated Clients	26	26	26	26	77	207
Information & Referrals	26	26	26	26	77	207
Training Hours	10	9	10	9	118	660.25
Technical Assistance Hours	9	9	9	9	11.29	136.20

City of SeaTac Performance Measures:	Planned Service Units				New Service Units this quarter	Total Service Units to Date (ALL Funding Sources)
	1st	2nd	3rd	4th		
Number of Unduplicated Clients	7	6	6	6	14	50
Information & Referrals	7	6	6	6	14	50
Training Hours	5	5	4	4	0	134.5
Technical Assistance Hours	4	4	4	3	3.92	67.84
% of Clients served that report finding child care due to Information & Referral service	55%	55%	55%	55%	69%	

City of Tukwila Performance Measures:	Planned Service Units				New Service Units this quarter	Total Service Units to Date (ALL Funding Sources)
	1st	2nd	3rd	4th		
Number of Unduplicated Clients	12	12	12	12	7	32
Information & Referrals	12	12	12	12	7	32
Training Hours	8	8	8	8	34	82.5
Technical Assistance Hours (for reporting purposes only)	5	4	5	4	5.42	42.94