



# Way Back Inn

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June 23, 2011

Dianne Utecht  
City of Renton  
Human Services  
1055 Grady Way  
Renton, WA 98055

Dear Dianne:

This is our 2<sup>nd</sup> quarter 2011 report.

## 2<sup>nd</sup> Quarter Contract Goals

No. of unduplicated families assisted	8
Number of Face to Face meeting between staff & Families	45

Included in report:

- Below is our narrative report
- Billing Voucher – attached
- Invoice – attached
- Receipts – attached
- Quarterly Service Report – Tonya will email
- Report number of turn-aways – Tonya will email

## Narrative Report

Topic	Accomplishment
Total program goal	Our total program goal for this year is to provide transitional homes for 34 families.
For Renton, our goal for the year is to provide transitional homes for 28 homeless families with young children	Quarterly <b>Service Report</b> will be emailed by Tonya Ward. Note: Our quarterly goal is to serve four families and the family support staff will have 45 face-to-face meetings / quarter = 180 for the year.
Maintain our transitional homes	Following a summary list of maintenance activities at our units. <ul style="list-style-type: none"> <li>• Campus Park – We had a terrific work party with the employees from Aboda. On June 4th, the interior was painted, yard barked and flowers planted. Our work shed in the back was re-roofed, and the fence was repaired. On June 7th, the Aboda Cleaning Crew</li> </ul>

## Topic

## Accomplishment

from Aboda. On June 4th, the interior was painted, yard barked and flowers planted. Our work shed in the back was re-roofed, and the fence was repaired. On June 7th, the Aboda Cleaning Crew cleaned windows, floors, followed a few hours later by the furniture crew who delivered new furniture for all the rooms. The unit looks fantastic! The children of Aboda's CEO worked with their dad on the 4th and brought toys for the children of our guest family. In April, Seattle Works cleaned out blackberry bushes and performed yard clean.

- Gregor House – General maintenance was performed. Mars Hill Church, in Tukwila, worked at GH cleaning the yard and removing and repairing the fence.
- Hartnett Manor Duplex –General maintenance was performed. The City Council and the Mayor will approve a 10-year lease if we obtain private funding to replace the roof and paint the exterior of the building.
- Highland Inn Duplex – General maintenance was performed.
- Kennedy's Cottage – General maintenance was performed and a fence was replaced in June. This was a volunteer collaboration between NW Center and WBI. NW Center trains people for jobs. It was a win-win situation for all.
- Rainier Vista Duplex – General maintenance was performed.
- Riverton Cottage #1 – General maintenance was performed.
- Riverton Cottage #2 – General maintenance was performed. Both cottages will be returned to the property owner in August.
- All Units – Are occupied with families.

## Other agency business

- Our Treasurer completed and filed our 2010 – 990 with IRS. A copy is available via our web page.
- We are beginning our planning for 2012.
- The board made some changes to the Employees' Policies.

## Building Partnerships

- An Ad Hoc Team is searching for a couple of units to replace Riverton Cottages. Both units will be returned to the property owner soon.
- We delivered and served dinner and toiletries and washcloths for the ARISE program on April 5th. We also delivered socks, gloves and hats provided by the FAA. A volunteer donated some clothing.
- Project Cool kicked off for another year. We will have representation for this activity.

Topic	Accomplishment
Fund Raising	<ul style="list-style-type: none"> <li>• We have some Rental / Utility Assistance funding available to help families from becoming homeless.</li> </ul>
Community Education about Homelessness	<ul style="list-style-type: none"> <li>• An Ad Hoc Team to recruit volunteers and donors is in the planning phase. They expect to implement a plan in the Fall.</li> <li>• Dorothy made a presentation at the Fairwood Methodist Church.</li> </ul>

**Renton Specific Information**

**Highland Inn Duplex** Families are in residence. The units are being maintained. There are no problems to report.

**Rainier Vista Duplex** Families are in residence. The units are being maintained. There are no problems to report.

**Problems / Challenges** None at this time.

**Summary** In summary, we met our service goals for this year.

Contact me if you have any questions. My phone number is 425.235.5170 or email [dellashane@msn.com](mailto:dellashane@msn.com)

Sincerely yours,



Della Shane  
Development Director