



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Council Member Kristina Walker and Policy Assistant Claire Goodwin  
**COPY:** City Council and City Clerk  
**SUBJECT:** Council Contingency Fund Request – Sponsoring Seed Internships – March 1, 2022  
**DATE:** February 23, 2022

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**SUMMARY AND PURPOSE:**

A resolution authorizing the use of \$31,000 from the Council Contingency Fund to support the full or partial costs to five or more Tacoma-based small businesses or non-profits of hosting a Seed Internship.

**COUNCIL SPONSORS:**

Council Member Walker, Council Member Daniels, and Deputy Mayor Ushka

**BACKGROUND:**

The Degrees of Change Seed Internship program matches exceptional college students and recent graduates from underrepresented backgrounds with Pierce County-based employers for a 10-week paid summer internship. The program pairs the work experience gained with a robust curriculum of professional development to provide a tailored path of career advancement for homegrown talent and builds a pipeline for organizations seeking to build more inclusive, diverse workplaces. The Seed Internship program grows more popular every year. In 2020, 200 applications were received for only 25 internships. This year more than 300 applications were received for approximately 60 internships. With the current labor shortage, this program provides an asset to organizations seeking new talent. Small businesses and non-profits are recovering from a difficult year in the pandemic and this contribution would provide an opportunity to build capacity within the five or more selected organizations while fostering the professional development of the next generation of local leaders.

As acknowledged by the Mayor and City Council in January which was proclaimed National Mentoring Month, internships and professional mentorship plays a pivotal role in career exploration and supports workplace skills by helping young people set career goals, equipping mentors with the skills needed to support the professional growth of young people, and drives positive outcomes for young people and businesses. Quality mentoring through structured internships helps promote healthy relationships and communication, positive self-esteem, emotional well-being, and builds professional relationships. This proposal also supports the efforts of the Tacoma Anchor Institution Network, a collaboration of the largest place-based employers in Tacoma, which is committed to creating pathways to connect residents to local, stable, and living wage employment and careers.

The \$31,000 request is the equivalent sum of the full costs (including payroll and enrollment fee) of hosting five Seed Internships, though partial funding for more than five organizations is also welcome.

**COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**

This proposal was developed in consultation with Degrees of Change and the City’s Media and Communications Department who oversees the City’s strategic initiatives in support of Tacoma’s strategic plan, Tacoma 2025. This proposal would support five or more small businesses or non-profits and five or more local college students or recent graduates from underrepresented backgrounds. This will increase the number of internships available and provide financial support to those organizations who may struggle to pay the \$6,200 cost of hosting a Seed intern.



**2025 STRATEGIC PRIORITIES:**

**Equity and Accessibility: (Mandatory)**

This proposal will reduce racial and other inequities to underrepresented communities by supporting students from diverse backgrounds in pursuing quality internships in our local organizations. This benefits the student, the organization, and our community by fostering the potential for advancing a career locally. This proposal advances equity by focusing on underrepresented students. In 2021, 68% of the internships were filled by people of color.

**Education: Equity Index Score: Moderate Opportunity**

Increase the number of college students that find employment and remain in Tacoma after post-secondary completion.

Demonstrate community support for education by increasing support for school levies and bonds; volunteering and mentoring youth.

All students will graduate from high school and be prepared to enter the workforce or pursue post-secondary education.

**Explain how your legislation will affect the selected indicator(s).**

The proposal will increase the number of college students that find employment and remain in Tacoma after post-secondary completion by matching recent graduates and college students with local employers for a summer internship. This proposal demonstrates community support for education by mentoring youth through sponsoring five small businesses or non-profits to host a Seed Internship. The proposal also supports the indicator that students will graduate from high school and be prepared to enter the workforce by supporting an in-depth mentoring and work-experience internship that a high-school student may consider in their future.

**ALTERNATIVES:**

Alternative	Positive Impacts	Negative Impacts
1. No action	Funding available for other identified priorities from the Council Contingency Fund	Fewer internships or reduced funding available to participating organizations
2. Fund additional internships	Additional funding would support more internships which would lead to better local labor force outcomes	Larger financial ask to the Council Contingency Fund

**EVALUATION AND FOLLOW UP:**

Degrees of Change will notify City staff of the recipient organizations of the Council-sponsored fiscal support and report any overall positive outcomes or achievements of the 2022 Seed Internship class.

**STAFF/SPONSOR RECOMMENDATION:**

The recommendation is to approve authorization of \$31,000 from the Council Contingency Fund to support the full or partial costs to five or more Tacoma-based small businesses or non-profits of hosting a Seed Internship.



**FISCAL IMPACT:**

The proposal has a fiscal impact of \$31,000 budgeted from the Council Contingency Fund.

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
1030 – Council Contingency Fund	660000		\$31,000
<b>TOTAL</b>			<b>\$31,000</b>

**What Funding is being used to support the expense?**

**Council Contingency Fund**

**Are the expenditures and revenues planned and budgeted in this biennium’s current budget?**

**YES**

The Council Contingency Fund is provided an established amount of funding each year available for Council-sponsored initiatives.

**Are there financial costs or other impacts of not implementing the legislation?**

**YES**

The Seed Internship program would have fewer internship hosts which would result in fewer overall internship opportunities for local college students and recent graduates, reducing the number of students who would otherwise be starting to build their careers in Tacoma.

**Will the legislation have an ongoing/recurring fiscal impact?**

**No**

**Will the legislation change the City’s FTE/personnel counts?**

**No**

The proposal funds internships through the Seed Internship program with the non-profit, Degrees of Change, and does not impact the City’s personnel counts.

**ATTACHMENTS:**

- Resolution
- Council Contingency Fund balance sheet