

The 2015 – 2019 Human Services Strategic Plan (HSSP) identifies policies for the allocation of City of Tacoma human services funding. Below is the list of the policies the City will use for the allocation of funds in the 2015 – 2016 funding cycle.

General Funding Policies

1. The City values the process of prioritizing funding through the competitive process and endeavors to do so when appropriate.
2. Funding levels will be approved by Council in the biennial budget and include funding targets by strategic priority area.
3. There is no guarantee of continued City funding for programs that have received awards in the past.
4. Funding cycles will be for two years and programs will undergo performance reviews on a regular basis. When necessary for strategic purposes, contracts may be for less than two years.
5. The City reserves the right to transition programs from non-competitive funding to a competitive funding process.
6. The City also will consider funding programs through a non-competitive funding process when strategically appropriate. The criteria to recommend non-competitive funding include: systems sustainability, programs that are high-performing and programs addressing areas of critical need with greatest focus on programs that directly support or compliment City services or initiatives.
7. No program will receive more than 50% of its budget from NCS funding sources combined without prior approval. Considerations for exceeding this limit include sustainability of the service system and capacity of a program to meet critical City needs. It is expected that programs will decrease the percent of city funding over time. A program transitioning from non-competitive to competitive funding that received 75% or more from the City will be eligible to compete for an equivalent percentage of its budget for the first year only.
8. No program is eligible to receive more than 25% of its annual contract amount without evidence that the program has begun serving clients.
9. A Request for Qualification or Proposals may be used to strategically fund in areas of critical need.
10. There will be no block allocations to agencies. Program proposals will be evaluated individually.

Competitive Funding Policies

11. Historic City funding is not considered in determining allocation amounts. (Zero-based funding)
12. The minimum competitive human services funding allocation is \$20,000 a year.
13. No more than 25% of a program's matching funds can be "in-kind" internal services or administrative or facility allowances not directly related to program delivery.
14. Only programs whose agency or fiscal agent has been in operation for at least two (2) years at the time of application will be considered for funding.
15. Funding will be allocated to programs based on application score, prioritizing higher scoring programs; however, programs that fill critical service needs may be prioritized over higher scoring programs as determined by the Human Services Commission.
16. A reserve fund of 15-25% will be established from the Mental Health Sales Tax Revenue fund to support fluctuations in revenue and to protect the contracts issued for mental health and/or chemical dependency services.
17. Future revenues in excess of projected allocations, generated from the mental health sales tax revenue fund, may be used to support the funding reserve and/or for competitive or noncompetitive funding allocations.
18. Mental Health Sales Tax revenue dollars may be used for supplanting according to RCW 82.14.460. The City will make decisions about supplanting using guidelines provided by the Department of Housing and Urban Development for CDBG and ESG funding, as outlined in the Code of Federal Regulations (24 CFR Part 570 and 576).

Non-Competitive Funding Policies

19. Non-competitively funded programs are not guaranteed funding in perpetuity. Continued funding is dependent upon availability of funds, alignment with Strategic Priorities and program performance.
20. Non-competitive funding can be considered in the allocation of competitive funding sources.

Stabilization Funds

1. A Human Services Stabilization Fund and a Mental Health Tax Revenue Stabilization Fund have been created to provide one-time support for critical human services that either 1) face significant service reductions, or 2) address an emerging human services need. The Human Services Commission will approve funding allocations based upon recommendation of the Executive Committee and established funding criteria.

Human Services Innovation and Capacity Building Fund

1. A Human Services Innovation and Capacity Building Fund has been created to provide one-time support to projects that either 1) present an opportunity to implement a promising short-term, innovative program component that has the potential to lead to better outcomes, or 2) address issues of organizational capacity.
2. The Human Services Commission will make funding recommendations according to established rating criteria.