ORDINANCE NO. __2280__

AN ORDINANCE OF THE CITY OF REDMOND, WASHINGTON, ACCEPTING A DONATION OF FUNDS AND SOFTWARE FROM MICROSOFT UNLIMITED POTENTIAL GRANT PROGRAM, AND AUTHORIZING THE MAYOR TO EXECUTE ANY NECESSARY AGREEMENT WITH MICROSOFT REGARDING SUCH DONATION.

WHEREAS, Microsoft Unlimited Potential Grants Program is dedicated to improving the learning opportunities for individuals outside of formal traditional education settings by focusing on providing technology-related skills through community based programs, and

WHEREAS, Microsoft Unlimited Potential has identified the City of Redmond's Old Fire Teen Center as a community based program that provides learning opportunities for individuals outside of formal traditional education settings, and

WHEREAS, Microsoft Unlimited Potential has graciously offered to donate fifty thousand dollars ($50,000.00) and software valued at nearly ten thousand dollars ($10,000.00) for the purpose of assisting the Old Fire Teen Center's efforts to increase access to technology and technology-related skills of underserved persons, and

WHEREAS, RCW 35.21.100 authorizes the City to accept donations by ordinance and to carry out the terms of the donation as long as such terms fall within the scope of the City's delegated powers, and

WHEREAS, the City Council desires to accept the donation according to its terms, to authorize the Mayor to execute the Agreement for Donation with Microsoft
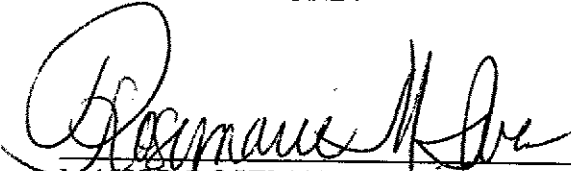
Unlimited Potential, and to express its appreciation to Microsoft Unlimited Potential, now, therefore,

THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, DO ORDAIN AS FOLLOWS:
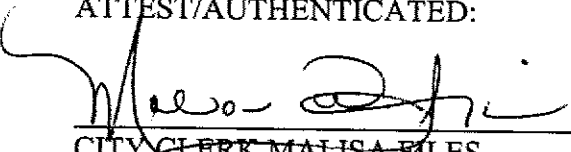
Section 1.   **Acceptance.** The City Council hereby accepts the donation of fifty thousand dollars ($50,000.00) and software valued at nearly ten thousand dollars ($10,000.00) from Microsoft Unlimited Potential Grants Program for the purpose of assisting the Old Fire Teen Center's efforts to increase access to technology and technology-related skills of underserved persons. The City agrees to carry out the terms of the donation as set forth in the attached Exhibit A. The Mayor is hereby authorized to execute any necessary agreements with Microsoft to accept the donation on behalf of the City. The City Council expresses its appreciation to Microsoft Unlimited Potential for its generous donation.

Section 2.   **Effective Date.** This ordinance, being an exercise of power specifically delegated to the City's legislative body, is not subject to referendum and shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

CITY OF REDMOND:

MAYOR ROSEMARIE M. IVES

ATTEST/AUTHENTICATED:

CITY CLERK MALISA FILES

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{BFP621281.DOC;1/00020.900030/}   2

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY _____

JAMES E. HANEY

FILED WITH THE CITY CLERK: February 14, 2006
PASSED BY THE CITY COUNCIL: February 21, 2006
PUBLISHED: February 27, 2006
EFFECTIVE DATE: March 4, 2006
ORDINANCE NO.   2280

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Unlimited Potential Full Application

Your Submitted Application

The application you previously submitted appears below. No further changes may be made to this application. Click here to **return to the Welcome page.**

Contact Information

Salutation

First Name (required)   Ken

Middle Name

Last Name (required)   Wong

Title   Teen Programs Director

Contact Type (required)   Employee

Address (required)   PO Box 97010 MS: ORSPK

City (required)   Redmond

State (required)   Washington

Province

Postal/ZIP Code   98073-9710

Country (required)   United States of America

Telephone (required)   425.556.2320

Fax

E-mail Address (required)   kwong@redmond.gov

Contact Information

Salutation   Mr.

First Name (required)   Ken

Middle Name

Last Name (required)   Wong

Title   Teen Programs Director, City of Redmond

Contact Type (required)   Employee

Address (required)   16600 NE 166th St

City (required)   Redmond

State (required)   Washington

Province

Ordinance No. 2280

Postal/ZIP Code	98073-9710
Country (required)	United States of America
Telephone (required)	425.556.2320
Fax	425.556.2363
E-mail Address (required)	kwong@redmond.gov

US Federal Regulation Compliance

Board of Directors and Key Officers (required)	Ken Wong, Teen Programs Supervisor
Is your organization the target of, or designated under, any sanctions program that is established by any department or agency of any other government, bilateral or multilateral organization, NGO, or court? (required)	No
Is your organization the target of, or designated under, any sanctions program that is established by statute or regulation of the United States? (required)	No
Has your organization knowingly or inadvertently supported organizations or individuals that support terrorism? (required)	No
Has your organization knowingly or inadvertently supported organizations or individuals who are the target of, or designated under, any sanctions program described in question 1 or 2 (above)? (required)	No
If you answered Yes to any of the prior questions, please explain	2000 character maximum

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Required Electronic Signatures
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Do you give Microsoft permission to use all information that you have provided about your organization and your organization's directors, officers, and employees, and any other information, for the purpose of determining whether any identified party appears on a "watch list"? (required)	I Agree
Do you confirm that your organization will not use the funds or other proceeds of an Unlimited Potential grant, directly or indirectly, for any activities in or related to any of the following countries: Cuba, Iran, Sudan, or Syria? (required)	I Confirm
Do you understand that all decisions with respect to grants under Microsoft's Unlimited Potential program are within the sole discretion of Microsoft, and that Microsoft may, in its sole discretion, take any action or no action on any grant application? (required)	I Understand
Do you waive all claims against Microsoft in connection with any action, or any failure to act, in connection with this Unlimited Potential grant application? (required)	I Agree

General Organization Information

Organization Name (required)	City of Redmond - Parks and Recreation Department
Bank Name	

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Evidence of Charitable Status

Address (required)	16600 NE 166th St
City (required)	Redmond
State	Washington
Province	
Country (required)	United States of America
Postal/ZIP Code	98073-9710
Telephone (required)	425.556.2320
Fax	425.556.2363
E-mail Address	kwong@redmond.gov
Website Address	ci.redmond.wa.us
What year was this organization established?	1992
Annual Financial Statements (required)	FH Program Budget o5-o6.doc (204.5 K)

Communities Served by Organization

Goal(s) of Organization (required)	Social Empowerment
If other Goal of Organization is selected, please describe	2000 character maximum
Focus (required)	Human Services
If other Focus is selected, please describe	2000 character maximum
Type of Organization (required)	Community Center
If other Type of Organization is selected, please describe	2000 character maximum
Target Group (required)	Youth (13-25)
If other Target Group is selected, please describe	2000 character maximum
Geographic Country/Region Served (required)	United States of America

Organization Narratives

What is your organization's mission or purpose? (required)

Established in 1992, the Old Fire House is a stand-alone teen center located in downtown Redmond, WA. Our mission is to provide innovative and progressive recreational, educational and social services to all Redmond area youth ages 13-19. Our objective is to provide a safe, positive place where teens can form relationships with both peers and adults, and have fun doing constructive activities that promote life long skills, confidence and a sense of community. The OFH is far from a typical recreation program, and is successful at engaging culturally diverse teens in a large variety of programs. 2005 attendance numbers reflect an average

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of 350 teen visits each week.
approx. 10 page maximum

What are the programs, activities, or services that your organization provides? (required)	Programming is constantly evolving to reflect current teen trends, and includes activities such as art workshops, photography classes, teen visual art shows, writing groups, current events discussion groups, adventure fieldtrips, weekly community dinners, studio recording classes, cooking classes, videography classes, skateboarding classes, and live music concerts. For a calendar of current offerings, see www.theoldfirehouse.org. We also partner with local agencies such as Friends of Youth, Youth Eastside Services and Worksource to provide counseling and personal support services for youth. The Old Fire House's 8000 sq. ft. facility includes a counselor's office, basketball court, game room, art gallery, darkroom, teen closet with a free clothing bank, skateboarding elements, a class room, silk screening studio, concert hall, kitchen, a garden courtyard, and a media lab with audio and video recording and editing capabilities. With base funding from City of Redmond's Redmond Parks & Recreation Department, we offer open access to our community's youth, and most of our programming is free of charge. Scholarships are available for activities such as concerts, workshop series, and field trips, which require a modest fee.

Our services are primarily offered to Redmond residents 13-19 years old but our policy is to not turn anyone away. Our all age's music venue has drawn audiences from all over western Washington. The Fire House is an open community and respects everyone that comes through our doors. We have a more diverse population than our community reflects based on what programs we are offering that day.

2000 character maximum

Partner #1

Organization Name #1	City of Redmond Police - School Resource Officers
Contact Name #1	lt. Charlie Gorman
Contact E-mail #1	cgorman@redmond.gov
Partner Role #1	collaborator that supports and recommends teens for services and support.
	500 character maximum

Partner #2

Organization Name #2	King County Community Organizing Program
Contact Name #2	Laura Quinn
Contact E-mail #2	Laura.Quinn@METROKC.GOV
Partner Role #2	funder for programs that we have offered at the teen center
	500 character maximum

Partner #3

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Organization Name #3 — 4-Culture

Contact E-mail #3

Contact Name #3

Partner Role #3 — 4-Culture provided a funding for building and establishing our media lab program.
500 character maximum

May we contact your partners to act as references on your behalf? — N/A

Training Profile

If you do provide Information Technology Training what do you teach?

Other Information Technology training — 500 character maximum

What curriculum material do you use as part of this training? — 2000 character maximum

Proposed Project Details

Project Title (required) — Tech It Up

Purpose of the Proposed Project (required) — Our current target population is at-risk and underserved populations in our area to be able to provide services that meet their needs. Currently we do not have the technology to support the programs that are being requested by participants. We would like to offer job skills programs, technology programs such as video and/or audio recording, advertising, and business related programs that offer a range of skills training. We would like to include inter-generational and/or multi-age programs if the needs are there. When these programs are offered it will allow a youth to develop the skills or the support systems that allow them to be successful for their future. Disenfranchised youth feel that they have no connections to anyone or place and so creating a space and then offering opportunities is what this project will try to do since many of the youth already are coming to the Fire House Teen Center.
1000 character maximum

Goal #1 of Project (required) — Prepare teens for the job market with IT and interpersonal skills.

Goal #2 of Project (required) — Provide access to at-risk and underserved youth to IT training and hardware.

Goal #3 of Project (required) — To be able to further enhance the creative skills that youth have in the areas of information technology.

Why is this program important to your community? (required) — Computer access is just as important to most teens as air, water or sleep. Computers are an integral part of teen life, and are used for creation, communication, work, research, socializing, and playing. A Microsoft technology bank would allow equal access to technology to all youth, regardless of cultural background or economic status. Old Fire House is successful at creating a safe, comfortable community space, where it is not uncommon for youth with limited resources to interact and participate in activities alongside youth with vast resources. A computer lab in such an environment is a tangible step in bridging the technological divide. Some of our participants are not successful or have dropped

out of school and this maybe the only place that they will have access to learning these skills. Low income, at-risk, and limited access youth in our community are attracted to the Fire House Teen Center and this population needs opportunities in a setting that they feel safe and are willing to come into. By providing access and opportunity we hope that they will not continue in their challenges and be able to use these skills to make better choices in their lives.

When comparing the numbers if we are able to offer training for youth and they see the long term benefits they will have more stable sources of income and skills that can be used in different areas. In the most resent information from the Bureau of Labor Statistics(BLS): Full-time workers age 25 and over without a high school diploma had median weekly earnings of $404, compared with $579 for high school graduates (no college) and $1,013 for college graduates holding at least a bachelor's degree. Among college graduates with advanced degrees (professional or master's degree and above), the highest-earning 10 percent of workers made $2,896 or more per week (BLS 2005).

2000 character maximum

Project Activities (required)

The participants will follow the outline based on the UP curriculum but as interest grows we see including these interests. Students will learn basic computer skills, both hardware and software, on-line safety, graphic design with layout and photo manipulation programs, music production and recording, and video production and editing techniques, word processing, database, and spreadsheet skills training, networking, web design, and others as the program starts to build and the interest of the participants start to grow. Job skills such as resume writing and cover letters will be taught.
2000 character maximum

Project Timeline

Number of CTLCs that will Benefit (required)   1

Number of People Trained.and/or Reached in the First Year (required)   300

Number of People Trained and/or Reached after Three Years (required)   1000

IT Skills Gained (required)

The participants will follow the outline based on the UP curriculum but as interest grows we see including these interests. Students will learn basic computer skills, both hardware and software, on-line safety, graphic design with layout and photo manipulation programs, music production and recording, and video production and editing techniques, word processing, database, and spreadsheet skills training, networking, web design, and others as the program starts to build and the interest of the participants start to grow.Job skills such as resume writing and cover letters will be taught.
2000 character maximum

How will IT skills training help the target group overcome their disadvantage? (required)

At-risk youth may not have access to technology as readily as other teens and this sets an immediate disadvantage. By offering these this in a friendly and supportive environment they are more likely to stay in school, be more focused, have skills like their peers, gain job skills that will increase their likelihood of

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making a livable wage and overcome stereotypes of being disadvantaged.
2000 character maximum

Support and Follow Up (required)

Support systems are in place for all participants who come to the center. Due to the nature of program we are a drop-in program that allows participants to come and go. We always request a commitment from youth who participate in any of our programs for the duration of the class. With some of our community partners like Work Source we are able to refer to them for follow up and they have been good about maintaining communication so that we can continue the support of our teens. As the program develops we hope that relationships will be developed with the staff and volunteers so that teens feel comfortable in maintaining the connections that they have created. This is reflected in the many teens that have come to the center in the past 13 years with many of those who have returned to let staff know what they are up to or thank staff for their caring and support while they are hear. Unfortunately we do not hear all the success but ones that we do hear inspire us in the work that we do.
2000 character maximum

Total Project Budget (USD) (required)

$49,970.00

Annual Operating Budget

Future Expansion Plans

Currently there are no plans at this time for further expansion of the teen center.
2000 character maximum

Sustainability (required)

If the infrastructure is in place with Microsoft support we will use internal city resources, reallocation of budget priorities, revenue generating classes, continue looking for grant support, volunteers to offset costs, donations, fundraising events, support from other venders, and other creative funding streams to maintain these program offerings.
2000 character maximum

Anticipated Challenges

Our major concern is meeting the requirements of that the City IS people have placed on this project to make it compatable with our city infrastructure. These discussions are occuring and we have come to agreements on many major points. Everyon is very supportive of this grant and opportunities and we do see that these challanges will be cleared up by the time the grant is approved.
2000 character maximum

Management and Technology Team Bios (required)

Ken Wong, Teen Programs Manager

Background in Education and technology. He has taught computer classes at the high school level which is the target population at the teen center.

Chris Cullen, Program Coordinator

Will oversee all staff at the site and coordinate and implement programming for the grant. Involved in recruitment and program support.

Nancy Chang, Program Lead

Will be teaching and/or programming for the lab and will

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assist in selection of teachers for the program. Artist and computer background. Teaching experience with a variety of ages.

Angela Villalobos, Recreation staff

Will assist in class presentations and program support. Extensive background in computers with emphasis in graphic design. Web design background.

Joshua Powell, Administrative Assistant

Will assist in design of programs with extensive background in Microsoft Office products.

approx. 10 page maximum

Additional Project Information

We hope that this lab will allow us the capability of giving the youth opportunities that they are not taking advantage of currently or do not have access to. The youth feel that the teen center is a safe and supportive place to be and this would give them opportunities to gain skills that will help them.

We hope that this lab will open other opportunities to a larger community for access.

2000 character maximum

Existing CTLC Information

Number of Fully Functional CTLCs (required)   0

Average Number of Computers at Each CTLC (required)   4-6

Number of CTLCs with Internet access (required)   All

If any of your CTLCs have Internet access, on average how many hours per day? (required)   3-6

Number of paid staff (required)   5

Paid staff qualifications (required)   BA and/or equivalent experience working with youth/teens.
1000 character maximum

Number of volunteer staff   4

Volunteer staff qualifications   background in the programming area that they will be supporting.
1000 character maximum

Additional Information Concerning CTLCs   The teen center does not currently have a computer lab so this will be a new addition that will support the many requests that we get for computer use.
2000 character maximum

Requested Support

Request Date (required)   11/30/05

Requested Cash Amount (USD) (required) $49,970.00

Microsoft Employee Volunteers   N/A

Total Number of Personal Computers (required) 12

Total Number of Servers (required) 0

Computing Profile

We are requesting 12 computers

Dell OptiPlex GX520 Desktop,Pentium4
521/2.8GHz,1M,800FSB

These are new computers that will be purchased.

1000 character maximum

Requested Software & Curriculum

12 - FrontPage 2003 Win32 English (FrontPage:English)
12 - Office Pro 2003 Win32 English/MultiLang (Office
Professional:English/MultiLanguage)
12 - Publisher 2003 Win32 English (Publisher:English)

Multiple Ship-To Addresses? (required) No

Special Handling Instructions approx. 10 page maximum

Assessing the Project (Measuring Progress)

Measure of Success (required)

How we would like to evaluate the program would be to initially have a pre and post evaluation for everyone who participates in the program. We would look at aspects like current skill levels, school achievement and involvement, past knowledge of computers, future outlook, and current job status. These are issues that we would like to address and have impact on. We may find other areas that would be helpful as we move through this process. Depending on the program offerings we see that these evaluations will be offered at least quarterly with a complied report to Microsoft at the end of each year. We will try to contact past participants and see what their status is since the program for some longer term data but since this is a drop in program with a limited term program we may not have enough data to make the evaluations statistically valid versus just narrative data that would be included.

We feel that if 70% of the participants show some type of change in their pre and post evaluations we would have shown success. The majority of the evaluations will be done with a Likert rating scale and movement on the scale in a positive direction would show change.

The city has internal systems in place and we have staff that can coordinate, collate and analyze the data for reporting purposes as part of their staff time on this project.

2000 character maximum

Goal #1 Measurement (required)

Participants will be given a pre and post evaluation assessing the skills they have entering the program and what they feel they have learned at the end of the program. Social skills are important in a job and we will look at involvement in risk behaviors, school success (GPA) or involvement, attendance, and future outlook. Some instructor data will be gathered from observations and interactions about their learning, pre and post, their interaction and involvement in the program, their interpersonal skills. Based on the pre and post evaluations 70% of participants who complete the program will show an increase in the Likert measurement scale.

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2000 character maximum

Goal #2 Measurement (required)

Success will be determined from the number of referrals of at-risk youth and their ability to complete the program. Information will be drawn from evaluation tools about their access to computers and ability to participate in the program. 70% of the participants will complete the program and 50% will have reported that they do not have access to computers on an as need basis.
2000 character maximum

Goal #3 Measurement (required)

Being able to offer such programs for youth in our eyes would be a success because currently there is none being offered for this target group in Redmond. The number of programs and participants will be used to determine success as the program develops if there is an increase in interest and need. We will ask as part of the evaluation process what they have been involved in and what they would like to see in the future.
2000 character maximum

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