

**COUNCIL'S CENTRAL BUDGET
CONSULTANT CONTRACT FUNDING REQUEST**

1. **Section A:** Project Manager completes and submits request form to Finance Manager.
 - a. Finance Manager provides Council President with request form, along with Council Consultant Budget and Expenditures Report.
2. **Section B:** Council President reviews, approves, or denies request by signing and returning request form to Finance Manager.
 - a. Finance Manager e-mails notification of Council President's decision to Requestor, Project Manager, and Consultant Coordinator, cc'ing Councilmembers and attaching a copy of the signed request form.
3. Project Manager completes [Consultant Contract Information](#) Form and [Ethics Code Review Certification](#) form (Ctrl+Click to follow link) and submits to Consultant Coordinator.

Section A - Request (Project Manager)

Requestor:

(Councilmember, Director, etc)

[Councilmember Tammy Morales](#)

Date: [11/12/20](#)

Project Manager:

[LaKecia Farmer](#)

Amount Requested: [\\$3,000,000](#)

Purpose:

The purpose of the King County Equity Now Community Research contract is to fulfill Council Bill 119862 which appropriates \$3,000,000 to the Legislative Department to enter into contracts with community-based organizations to research processes that will promote public safety informed by community needs.

The scope of work will result in the following deliverables that will be submitted to the City Council:

a written detailed project plan and schedule that includes the steps and timetable for producing a Preliminary Community Research report and a Final Community Research Report, preliminary findings from the community needs assessment, and anticipated strategies to reduce barriers to participation; a Preliminary Community Research report that includes final results and recommendations from community needs assessment, descriptions of each of the community research projects, preliminary findings from community dialogues, and preliminary findings for participatory budgeting framework and mechanisms; and a Final Community Research Report that includes final findings and recommendations from each of the community research projects, final findings and recommendations from community dialogues, and final findings and recommendations for participatory budgeting framework and mechanisms.

The anticipated schedule for the project is as follows:

Executed contract - November 2020

Project Plan and Schedule - November 2020

Preliminary Community Research Report - November 2020

Final Community Research Report - Quarter 1 2021

Anticipated Contract Start Date: [November 13, 2020](#)

Anticipated Contract End Date: March 31, 2021

Does issue relate directly to your committee's work? Yes No

If not, confirm you have discussed this request with the applicable committee chair. Yes, I have

Three ~~other~~ Councilmembers who support request:

1. **Print Name:** Councilmember Tammy J. Morales



Councilmember's Signature

11/19/2020

Date

2. **Print Name:** Councilmember Lisa Herbold



Councilmember's Signature

11/19/2020

Date

3. **Print Name:** Councilmember Teresa Moqueda



Councilmember's Signature

11/19/2020

Date

Consultant name, if known: **The Freedom Project**

Comments: **The Consultant was selected through the public benefit nonprofit exception as detailed in SMC 20.50.090. As the Consultant, The Freedom Project, is responsible to ensure that King County Equity Now, a state-chartered nonprofit of the State of Washington, and all additional subcontractors comply with the terms and conditions of this agreement with the City.**

Section B – Approval (Council President)

Check applicable box:

- Request Approved As Is
- Request Approved With Changes Noted Below
- Request Denied

Comments:

Council President's Signature

Date