

SCOPE OF WORK - EXHIBIT A [2025-2026]

SECTION 1—Work Products

Agreement

The City of Shoreline shall provide a free after school recreation and tutoring program at Kellogg Middle School from 3pm-5pm, Tuesdays/Thursdays, and 1:30pm-5pm, Wednesdays. The City of Shoreline will work with school district staff and other partners in coordinating activities and programs such as intramural sports, tutoring and homework time, special interest clubs, leadership groups, free times, large and small group options, service learning, workshops, and field trips within Project Hang Time. The City of Shoreline will also provide special activities for a group of students who need special attention.

1. The City of Shoreline staff will maintain continuous communication with teachers and other school personnel and parents, involving student performance and student needs.
2. The City of Lake Forest Park will be recognized in all promotional materials as a financial supporter of Hang Time.

Outcomes

1. City of Shoreline will track number of students served by Hang Time each year.

*Annual outcomes will be reported at the end of the school year; quarterly attendance outcomes will be reported on each invoice.

OUTCOME	INDICATOR	MEASUREMENT TOOL
Youth exhibit assets that provide a foundation for successful development	Academic skills improve; social skills improve	Youth surveys, academic assessments, and school staff surveys

PROGRAM BUDGET - EXHIBIT B [2023-2024]

SECTION 1—Agency Budget

Budget Category	City funds	
	2025	2026
Personnel costs	\$5,000	\$5,000
Program Supplies	\$5,000	\$5,000
Total	\$10,000	\$10,000

INVOICE FOR SERVICES - EXHIBIT C1 [2025-2026]

SECTION 1—Invoice

Payer:

City of Lake Forest Park
 17425 Ballinger Way NE
 Lake Forest Park, WA 98155
 Attn: Cory Mattson, Community Programs Planner
 (206) 957-2814

Payment to:

City of Shoreline
 17500 Midvale Ave N
 Shoreline, WA 982133
 Agency Contact: Linda Finch, Recreation & Cultural Servi
 206-801-2621

Billing Period:	Total Quarter Request:
Date submitted:	
Yearly Contract Amount	\$10,000
Amount Billed this Report	
Amount Previously Billed	
Total YTD	
Contract Balance Remaining	

Payment Request For Services

Service	Contract Amount	This Request	Previous Request	YTD	Balance
Total	\$ 10,000				

Under penalty of perjury under the laws of the State of Washington, I swear and affirm that the information provided in this invoice is true and correct.

Printed Name: _____
Authorized Signature: _____

Title: _____
Date: _____

INVOICE FOR SERVICES - EXHIBIT C2 [2025-2026]

SECTION 2—Service Report

Agency: Kellogg Middle School "Hang Time" After School Program
Administered through the City of Shoreline

Reporting Dates:

SERVICE NUMBERS	PROGRESS		COMMENTS
	This Quarter	Year to Date	
Total number of youth served			
Average daily number of participants			

OUTCOME	INDICATOR	MEASUREMENT TOOL
Youth exhibit assets that provide a foundation for successful development	<ul style="list-style-type: none"> • Academic skills improve • Social skills improve 	Youth surveys, academic assessments, and school staff surveys

Program summary for the quarter to Exhibit C: