



**UDP BOARD MEETING AGENDA**

**Time: 11:30 a.m.–1:00 p.m.**

**Date: January 19, 2021**

**ZOOM Virtual Meeting** <https://us02web.zoom.us/j/86077846672>

- |  |                 |         |
|--|-----------------|---------|
| 1. Welcome and Introductions                 | Miles/Rob       |         |
| 2. Public Comment                            |                 |         |
| 3. Approval of December 2020 Meeting Minutes | Rob/Miles       | Vote    |
| 4. Welcome to Don Blakeney                   | Miles/Rob       | Vote    |
| 5. Operating Committee Reports               |                 |         |
| a. Finance                                   |                 |         |
| i. Acceptance of December Close              | Sally/Phil/Mark | Vote    |
| ii. Audit Presentation                       | BDA             | Vote    |
| iii. Re-Forecast                             | Mark            | Discuss |
| iv. Signer Authorization                     | Sally/Mark/Phil | Vote    |
| 6. Program Advisory Committee Reports Q&A    | All             | Discuss |
| a. Urban Vitality                            |                 |         |
| b. Economic Development                      |                 |         |
| c. Clean and Safe                            |                 |         |
| d. Marketing/Events                          |                 |         |
| 7. Extended Seating                          | Staff           | Discuss |

Adjourn



## Board Meeting Minutes

Time: 11:30 AM – 12:30 PM

Date: December 15, 2020

Location: Zoom Meeting

### IN ATTENDANCE: UDP Board Members

Sally Clark, Treasurer)  
Jeanette Henderson  
Stephen Antupit  
Eric Lawson  
Trevor Peterson

Rob Lubin, Co-Chair  
Lois Ko, Secretary  
Miles Richardson, Co-Chair  
Don Schulze

Anson Lin  
Moe Kahn  
Andrew McMasters  
Alfred Shiga

### UDP Staff

Mark Crawford, IED  
Phil Lloyd, Finance

Marcus Johnson, C&S  
Daniel Lopic, Economic Dev.

Kay Ricchiuto, Public Realm  
Polly Yokokawa, Marketing

### Guests

John Hix, Doug Campbell, Cory Crocker

Please note, there may have been other guests but due to the zoom format and people entering and leaving at different times, we were unable to track all guests.

### Welcome and Introductions

### Public Comment

There was no public comment.

### Approval of October 2020 Meeting Minutes

Don noted a typo on Board members Present. Staff will fix. .

**Motion:** Sally moved to approve the November 2020 meeting minutes as amended.

**Jeanette** seconded the motion.

*The motion was approved*

## Operating Committee Reports

### Finance

Mark reported on behalf of the Finance Committee.

**Motion:** The committee recommend the acceptance of the November draft close.

No second required. Motion passed with no objection or abstention.

The finance committee has agreed that short term utilization of reserves as a cash management tool is acceptable. Any reserve funds used must be replaced immediately upon reimbursement from the City. We are now billing the City twice a month.

The audit field work is done. Phil is waiting for the draft findings and expects those in time for the January meeting.

Staff is working on a second half fiscal year re-projection. They hope to present it at the January meeting. Impacts from the cancellation of the StreetFair will be included in that projection.

Phil reported that he is waiting for Wells Fargo to allow formal application for PPP loan forgiveness.

Mark reported that we need to appoint the new executive director and two board members as authorized signers on the bank accounts and on the retirement fund. We will reach out to Board members and put forth resolutions for new signers at the January meeting.

### Governance

On behalf of the Governance Committee, Eric placed John Hix into nomination for election to the UDP Board.

Motion: The Governance Committee moves for the election of John Hix to the U District Partnership Board of Directors for a term beginning immediately and ending June 30, 2023.

No second required. Motion passed with no objection or abstention.

## Program Reports

### Urban Vitality

Katy reported on the mural project. Contract is being finalized and she will convene the community advisory group next week. A call for artist will go out in January. Katy will work with Urban Arts Works to manage the project.

Katy updated the Board on the Sound Transit parcel at 1000 NE 45<sup>th</sup> Street. In the short term, LIOHI continues to work towards establishing a temporary tiny house village. In their presentations to the UDP and RAB in October, LIHI committed to prioritizing unsheltered individuals from the University District. An official from the Human Services Department went

on record in a Stranger interview that LIHI could not make such a priority commitment as “these programs are not designed to be exclusively available to a single neighborhood.” This back tracking is alarming. Katy reported that David Delgado continues to work with LIHI to refer potential local unsheltered individuals to be placed as residents. For the longer term, UDP sent a letter to Sound Transit emphasizing the need for a transparent, inclusive, and comprehensive community process for the decision on how to ultimately dispose of the site. Sound Transit expressed some interest in partnering with UDP on setting up that process and Katy and Stephen Antupit will work with the Urban Vitality Committee to address that need.

### **Economic Development**

Daniel started by affirming the UDP’s economic development philosophy, and that boils down to boots on the ground. Although covid-19 restrictions still exist, he continues to engage with businesses throughout the community, in a safe, social distancing, and in-person manner. This in-person engagement is critical to building relationships, establishing trust, and ensuring the UDP is meeting the needs of our businesses.

Daniel reported that he continues to deliver PPE equipment, provide grant technical assistance, and just stops in to check on businesses throughout the community

UDistrictSeattle has officially launched to the general public. We have successfully on-boarded 175+ businesses onto the platform, with a focus on BIPOC and women-owned businesses. Now that it’s live, we’re implementing three different marketing strategies to ensure the website gets traffic and thus, builds awareness and revenue in our business district. The first, is a collaborative effort with our marketing consultant, utilizing Facebook, Instagram, and google ads to get in front of as many local consumers as possible. Those ads launched late last week. The second, is utilizing the UDP’s newsletter audience to build word of mouth marketing. Third, (thanks to Rob Lubin arranging a meeting for us), we’re working together with the UW marketing team to ensure we leverage UW’s resources to effectively reach students, faculty, staff, and alumni.

Additionally, Daniel continues to implement other campaigns adapted in response to the pandemic. Earlier this year we implemented Up Your Ave that engaged close to 500 people. Most recently we implemented a Seahawk/Husky Gameday campaign that reached over 20,000 people and engaged over 200. And this week, we’re implementing a holiday shopping campaign to target local spenders in our district.

### **Clean & Safe**

Marcus reported on the U District walk about with Interim Police Chief Diaz. He thanked Russ from Floating Bridge Brewery, Lois from Sweet Alchemy, Don from Shultzys, Chris from Allegro, Aaron from the University of Washington, and Nikole from Nikole O’Bryan Dentistry for meeting with the Chief and sharing their observations about public safety in the U District. Staff also talked with the Chief about community concerns related to the Methodist Church stranding empty for too long before actual construction begins and asked for his support for an early demolition permit if the church files for a permit.

Marcus reported that the holiday decorations are now up. He announced that the decoration planning was done in partnership with Katy. This year, in addition to the usual shooting stars,

we have put up wreaths and banners that say “Happy Holidays” in the 6 most common languages spoken in the district. Sanctuary Arts will also install a holiday art work in the windows of the old “performance Bicycle shop on 45<sup>th</sup> and Katy thanked the Blume family for letting us use that space for the display.

Mark provided background on the proposal by CM Herbold to create an affirmative defense for misdemeanor crimes based on “survival needs”. He reported that several people (including himself) testified at the City Council’s Public Safety Committee and expressed a number of concerns about the proposal. He also acknowledged CM Pedersen for his effort to raise questions and concerns about the proposal. The Committee will take up the discussion again in January and Mark urged UDP to keep a close eye on how it develops and to continue educating stakeholders about the proposal.

### **Marketing**

Mark welcomed Pollyanna Manning Yokokawa to the team. Polly is the new Marketing and Communications Manager and started on Monday, December 14<sup>th</sup>. She is getting oriented and beginning work on taking over the newsletter, setting up a plan for the new executive director announcement, supporting the launch of UDistrictSeattle.com,, working on an RFP for the community wide branding and marketing project, and working with the committee co-chairs to build the Marketing Committee.

Mark thanked Katy for all of her work on maintaining the newsletter until this position was filled and particularly noted the importance of the newsletter work during the initial stages of the pandemic when we were channeling so much information out to our stakeholders.

### **Executive Session**

The Board went into Executive Session to discuss the search for the Executive Director.

## Finance Committee Report

January 8, 2021

The Finance Committee met on Friday, January 8<sup>th</sup>. We welcomed Don Blakeney who sat in on the committee as part of the executive director transition process. The business of the committee included:

### 1) Audit

The Finance Committee heard a presentation from the auditing team from BDS. Led by Ray Holmdahl, the team presented the DRAFT 2020-21 audit. The auditor expressed appreciation for the level of support they received from Phil Lloyd in this “virtual process”. He noted the on-going status of the Christie Park funds in the Wells Fargo account. The auditor is presenting a “clean opinion” with one recommendation for improving the tracking of general journal entries by someone outside of the actual Finance staff. Phil noted that such verification and tracking had been done for the entire fiscal year and will send documentation to the audit team. Ray then agreed to remove the erroneous recommendation from the audit. The auditors will present a final draft to the full Board at the January 19, 2021 meeting.

### 2) Draft December Close

The Committee reviewed the draft December close and has approved submitting it to the full Board for acceptance. {Please see attached detailed notes in your packet with the statements.}

### 3) Reforecast of 2020-21 Workplan and Budget

As we do every year, now that we have hit the half way point for the fiscal year, the staff examined the remaining plans for 2020-21 and has projected adjusted year-end financial outcomes. For revenue, we see a modest deficiency of assessment collection – dropping from the budgeted goal of 95% compliance to a current level of 92% compliance. This resulted in an anticipated \$36,000 deficiency in revenue. We did see multiple grants – both expected and unexpected. Expenses have been adjusted accordingly to meet grant requirements. Additional sponsorship revenues have been removed due to pandemic related restrictions on larger public gathering. All StreetFair revenue is cancelled.

On the expense side, there are the usual minor variances on a line item basis. More significant changes include accumulated payroll savings to date that are being applied to the executive director transition overlap. On non-personnel related expenses, staff now assumes extremely limited event engagement and has redirected significant portions of those anticipated expenses to more virtual work including the UDistrictSeattle.com. Currently, all cleaning levels are being

continued in spite of decreased assessment compliance and added cleaning is being funded for a 3 month period by a special grant from the City. All StreetFair expenses have been cancelled.

Summary – originally, the BIA and UDP were each budgeted to end the year with net assets of approximately \$30,000 in excess of board designated reserves. Those year-end re-projections are now at \$8,400 (BIA) and \$3,000 (UDP) over board designated reserves.

#### 4) Cash Flow

The Committee has asked staff to provide a cash flow analysis for the remainder of the fiscal year. As our BIA expenses increase over time, the current “reimbursement” model from the City continues to place a growing burden on the UDP cash balance. Staff will ask City to provide mid-month reimbursements for payroll to help alleviate the problem and staff recommends a City wide approach to “pre-fund” BIA activity – not rely on a reimbursement model. Additionally, the loss of net revenue from last year’s StreetFair and this year’s StreetFair has a negative impact on the UDP cash balance. This must be considered as work plans and budgets are created for 2021-22.

#### 5) Signers

The Committee is preparing resolutions for Board approval appointing new Board authorized signers and appointing Don Blakeney as an authorized signer and removing Mark Crawford as an authorized signer.

The U District Partnership  
**Balance Sheet Prev Year Comparison**  
As of December 31, 2020

	Dec 31, 20	Dec 31, 19	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10100 · Operating Bank Accounts			
10110 · WSECU Checking	10,341.22	116,802.03	-106,460.81
10103 · UDP WF Checking 0122	42,278.09	49,587.76	-7,309.67
10111 · WSECU Savings	160,681.48	160,440.65	240.83
<b>Total 10100 · Operating Bank Accounts</b>	<b>213,300.79</b>	<b>326,830.44</b>	<b>-113,529.65</b>
<b>Total Checking/Savings</b>	<b>213,300.79</b>	<b>326,830.44</b>	<b>-113,529.65</b>
Accounts Receivable	126,317.30	74,541.62	51,775.68
Other Current Assets	1,085.64	17,088.34	-16,002.70
<b>Total Current Assets</b>	<b>340,703.73</b>	<b>418,460.40</b>	<b>-77,756.67</b>
Fixed Assets	3,566.02	5,511.12	-1,945.10
Other Assets	3,235.87	3,235.87	0.00
<b>TOTAL ASSETS</b>	<b>347,505.62</b>	<b>427,207.39</b>	<b>-79,701.77</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable	68,631.05	36,795.55	31,835.50
Credit Cards	447.13	656.94	-209.81
Other Current Liabilities	107,205.04	24,471.40	82,733.64
<b>Total Current Liabilities</b>	<b>176,283.22</b>	<b>61,923.89</b>	<b>114,359.33</b>
<b>Total Liabilities</b>	<b>176,283.22</b>	<b>61,923.89</b>	<b>114,359.33</b>
Equity			
32000 · Unrestricted Net Assets	215,769.51	375,281.00	-159,511.49
Net Income	-44,547.11	-9,997.50	-34,549.61
<b>Total Equity</b>	<b>171,222.40</b>	<b>365,283.50</b>	<b>-194,061.10</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>347,505.62</b>	<b>427,207.39</b>	<b>-79,701.77</b>



The U District Partnership  
**Budget Report**  
December 2020

	Dec 20	Budget	\$ Over Budget	Jul - Dec 20	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
43400 · Direct (Grants) Public Support	0.00	0.00	0.00	661.38	0.00	661.38	0.00
44500 · Government Grants and Contracts							
44430 · BIA Contract	123,317.30	125,192.30	-1,875.00	549,234.88	613,589.14	-64,354.26	1,377,508.91
44530 · Other Local Government Grants	3,000.00	3,000.00	0.00	31,000.00	6,000.00	25,000.00	12,000.00
<b>Total 44500 · Government Grants and Contracts</b>	<b>126,317.30</b>	<b>128,192.30</b>	<b>-1,875.00</b>	<b>580,234.88</b>	<b>619,589.14</b>	<b>-39,354.26</b>	<b>1,389,508.91</b>
47000 · Earned Income	0.00	0.00	0.00	5,996.00	6,000.00	-4.00	290,800.00
46400 · Interest and Other	13.65	0.00	13.65	80.96	0.00	80.96	0.00
<b>Total Income</b>	<b>126,330.95</b>	<b>128,192.30</b>	<b>-1,861.35</b>	<b>586,973.22</b>	<b>625,589.14</b>	<b>-38,615.92</b>	<b>1,680,308.91</b>
<b>Gross Profit</b>	<b>126,330.95</b>	<b>128,192.30</b>	<b>-1,861.35</b>	<b>586,973.22</b>	<b>625,589.14</b>	<b>-38,615.92</b>	<b>1,680,308.91</b>
<b>Expense</b>							
60000 · Staffing	46,907.39	55,716.59	-8,809.20	261,026.03	302,922.29	-41,896.26	637,221.97
61000 · Professional & Contract Expense	21,950.00	22,450.00	-500.00	60,254.00	59,700.00	554.00	82,900.00
62000 · Office and Overhead	6,175.52	6,653.11	-477.59	36,075.84	40,918.51	-4,842.67	114,022.43
70000 · Direct Program Expenses	65,718.84	60,350.17	5,368.67	272,735.46	264,851.02	7,884.44	903,055.62
<b>Total Expense</b>	<b>140,751.75</b>	<b>145,169.87</b>	<b>-4,418.12</b>	<b>630,091.33</b>	<b>668,391.82</b>	<b>-38,300.49</b>	<b>1,737,200.02</b>
<b>Net Ordinary Income</b>	<b>-14,420.80</b>	<b>-16,977.57</b>	<b>2,556.77</b>	<b>-43,118.11</b>	<b>-42,802.68</b>	<b>-315.43</b>	<b>-56,891.11</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
Fiscal Sponsor Income	0.00	0.00	0.00	19,960.00	0.00	19,960.00	0.00
Fiscal Sponsor Expenses	0.00			-21,389.00			
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,429.00</b>	<b>0.00</b>	<b>-1,429.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,429.00</b>	<b>0.00</b>	<b>-1,429.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>-14,420.80</b>	<b>-16,977.57</b>	<b>2,556.77</b>	<b>-44,547.11</b>	<b>-42,802.68</b>	<b>-1,744.43</b>	<b>-56,891.11</b>

**2020-21 University District BIA**

**Budget Tracker -December 2020**

ACCOUNTS	Budget	TO DATE	REMAINING	% Expended	Jul	Aug	Sep	Oct
Program Management	200,033	103,666.04	96,367	51.8%	\$ 11,483.15	\$ 23,431.04	\$ 24,803.95	\$ 11,509.29
Cleaning and Public Safety	674,250	303,061.16	371,189	44.9%	\$ 41,246.70	\$ 47,916.38	\$ 42,272.05	\$ 47,456.51
Urban Vitality	96,023	38,696.20	57,327	40.3%	\$ 5,694.51	\$ 6,357.96	\$ 6,357.82	\$ 6,357.78
Economic Development	241,872	80,681.00	161,191	33.4%	\$ 11,783.37	\$ 14,106.01	\$ 22,459.19	\$ 1,857.13
Marketing	197,331	23,130.48	174,201	11.7%	\$ 3,214.61	\$ 3,088.10	\$ 3,087.84	\$ 3,087.75
<b>Total Requested</b>	<b>1,409,509</b>	<b>549,234.88</b>	<b>860,274</b>	<b>39.0%</b>	<b>\$ 73,422.34</b>	<b>\$ 94,899.49</b>	<b>\$ 98,980.85</b>	<b>\$ 70,268.46</b>

	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Program Management	\$ 11,539.15	\$ 20,899.46						
Cleaning and Public Safety	\$ 51,878.58	\$ 72,290.94						
Urban Vitality	\$ 6,322.09	\$ 7,606.04						
Economic Development	\$ 15,254.66	\$ 15,220.64						
Marketing	\$ 3,351.96	\$ 7,300.22						
	\$ 88,346.44	\$ 123,317.30	-	-	-	-	-	-

# University District Service Fund

Financial Statements  
Years Ended June 30, 2020 and 2019

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# University District Service Fund

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Financial Statements  
Years Ended June 30, 2020 and 2019

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# University District Service Fund

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## **Independent Auditor's Report**

The Board of Directors  
University District Service Fund  
Seattle, Washington

### **Report on Financial Statements**

We have audited the accompanying financial statements of University District Service Fund, which comprise the statement of financial position as of June 30, 2020, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of University District Service Fund as of June 30, 2020, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Report on Prior-Period Financial Statements***

The financial statements of University District Service Fund as of and for the year ended June 30, 2019, were audited by Peterson Sullivan, LLP, whose partners and professional staff joined BDO USA, LLP as of November 1, 2019, and has subsequently ceased operations. Peterson Sullivan, LLP expressed an unmodified opinion on those statements in their report dated November 5, 2019.

## Financial Statements

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# University District Service Fund

## Statements of Financial Position

<i>June 30,</i>	2020	2019
<b>Assets</b>		
<b>Current Assets</b>		
Cash and cash equivalents	\$ 274,237	\$ 270,105
Government contracts receivable	88,652	96,130
Insurance claim receivable	-	50,650
Prepaid expenses and other assets	9,516	12,718
<b>Total Assets</b>	<b>\$ 372,405</b>	<b>\$ 429,603</b>
<b>Liabilities and Net Assets</b>		
<b>Current Liabilities</b>		
Accounts payable	\$ 59,065	\$ 39,572
Accrued payroll and related liabilities	19,413	14,751
<b>Total Current Liabilities</b>	<b>78,478</b>	<b>54,323</b>
Note payable	78,157	-
<b>Total Liabilities</b>	<b>156,635</b>	<b>54,323</b>
<b>Net Assets without Donor Restrictions</b>	<b>215,770</b>	<b>375,280</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 372,405</b>	<b>\$ 429,603</b>

*See accompanying notes to financial statements.*

# University District Service Fund

## Statements of Activities

<i>Year Ended June 30,</i>	2020	2019
<b>Support and Revenue</b>		
Government contracts - BIA	\$ 953,900	\$ 891,300
Government contracts - other	13,306	22,000
Contributions	6,122	16,239
Event revenue	42,800	290,238
Gain on insurance claim recovery	-	11,493
<b>Total Support and Revenue</b>	<b>1,016,128</b>	<b>1,231,270</b>
<b>Expenses</b>		
Programs	1,013,785	1,002,295
General and administrative	161,853	157,800
<b>Total Expenses</b>	<b>1,175,638</b>	<b>1,160,095</b>
<b>Change in Net Assets</b>	<b>(159,510)</b>	<b>71,175</b>
<b>Net Assets without Donor Restrictions, beginning of year</b>	<b>375,280</b>	<b>304,105</b>
<b>Net Assets without Donor Restrictions, end of year</b>	<b>\$ 215,770</b>	<b>\$ 375,280</b>

*See accompanying notes to financial statements.*

## University District Service Fund

### Statement of Functional Expenses

Year Ended June 30, 2020	Program Expenses							Total Programs	General and Administrative	Total
	Community Engagement	Cleaning and Public Safety	Marketing	Economic Development	Urban Design	Street Fair	Other Programs			
Personnel expenses	\$ 59,770	\$ 171,408	\$ 45,799	\$ 89,223	\$ 85,076	\$ 8,555	\$ -	\$ 459,831	\$ 63,352	\$ 523,183
Contractors	-	316,594	14,168	4,510	700	43,090	36,337	415,399	-	415,399
Professional fees	-	-	-	-	-	-	-	-	80,776	80,776
Beautification	-	64,921	-	-	-	-	-	64,921	-	64,921
Rent and parking	5,731	16,491	4,392	8,556	8,158	820	-	44,148	6,020	50,168
Technology and software	1,267	3,646	971	1,891	1,803	181	-	9,759	1,331	11,090
Office support	964	4,653	459	932	316	10	-	7,334	2,869	10,203
Supplies	300	2,417	-	647	-	-	-	3,364	3,991	7,355
Banking fees	-	-	-	-	-	4,223	-	4,223	331	4,554
Insurance	516	1,484	395	770	734	74	-	3,973	542	4,515
Travel and meetings	-	382	-	436	-	15	-	833	2,641	3,474
<b>Total Expenses</b>	<b>\$ 68,548</b>	<b>\$ 581,996</b>	<b>\$ 66,184</b>	<b>\$ 106,965</b>	<b>\$ 96,787</b>	<b>\$ 56,968</b>	<b>\$ 36,337</b>	<b>\$ 1,013,785</b>	<b>\$ 161,853</b>	<b>\$ 1,175,638</b>

*See accompanying notes to financial statements.*

## University District Service Fund

### Statement of Functional Expenses

Year Ended June 30, 2019	Program Expenses								Total Programs	General and Administrative	Total
	Community Engagement	Cleaning and Public Safety	Marketing	Events and Activation	Economic Development	Urban Design	Street Fair	Other Programs			
Personnel expenses	\$ 65,863	\$ 130,612	\$ 41,206	\$ 11,699	\$ 115,486	\$ 28,630	\$ 28,398	\$ -	\$ 421,894	\$ 45,566	\$ 467,460
Contractors	-	232,196	25,574	-	-	-	40,079	39,856	337,705	-	337,705
Professional fees	2,208	-	-	-	12,000	-	77,700	-	91,908	83,003	174,911
Beautification	-	33,813	-	-	-	-	-	-	33,813	-	33,813
Rent and parking	7,182	14,242	4,493	1,276	12,593	3,122	3,097	-	46,005	4,969	50,974
Technology and software	3,632	-	-	-	-	-	593	-	4,225	5,996	10,221
Office support	1,156	6,062	3,025	-	1,862	1,759	-	-	13,864	12,154	26,018
Supplies	593	-	-	-	-	-	4,530	-	5,123	3,473	8,596
Banking fees	-	-	-	-	-	-	3,483	-	3,483	-	3,483
Insurance	731	1,449	457	130	1,281	318	3,305	-	7,671	461	8,132
Travel and meetings	223	-	-	-	598	-	591	-	1,412	2,178	3,590
Equipment rental	-	-	-	-	-	-	18,463	-	18,463	-	18,463
Permits and registration	-	-	-	-	-	-	14,572	-	14,572	-	14,572
Taxes	-	-	-	-	-	-	2,157	-	2,157	-	2,157
<b>Total Expenses</b>	<b>\$ 81,588</b>	<b>\$ 418,374</b>	<b>\$ 74,755</b>	<b>\$ 13,105</b>	<b>\$ 143,820</b>	<b>\$ 33,829</b>	<b>\$ 196,968</b>	<b>\$ 39,856</b>	<b>\$ 1,002,295</b>	<b>\$ 157,800</b>	<b>\$1,160,095</b>

*See accompanying notes to financial statements.*

# University District Service Fund

## Statements of Cash Flows

<i>Year Ended June 30,</i>	<b>2020</b>	<b>2019</b>
<b>Cash Flows from Operating Activities</b>		
Change in net assets	\$ (159,510)	\$ 71,175
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Changes in assets and liabilities		
Government contracts receivable	7,478	21,582
Insurance claim receivable	50,650	(50,650)
Prepaid expenses and other assets	3,202	(1,401)
Accounts payable	19,493	(37,944)
Accrued payroll and related liabilities	4,662	4,323
<b>Net Cash Flows from Operating Activities</b>	<b>(74,025)</b>	<b>7,085</b>
<b>Cash Flows from Financing Activity</b>		
Issuance of note payable	78,157	-
<b>Cash and Cash Equivalents, beginning of year</b>	<b>270,105</b>	<b>263,020</b>
<b>Cash and Cash Equivalents, end of year</b>	<b>\$ 274,237</b>	<b>\$ 270,105</b>

*See accompanying notes to financial statements.*

# University District Service Fund

## Notes to Financial Statements

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### 1. Organization and Significant Accounting Policies

#### *Organization*

The University District Service Fund doing business as The U District Partnership (the “Organization”) is a nonprofit organization incorporated in the State of Washington in 2002. The Organization assumed the charitable activities of the Greater University Chamber of Commerce on January 1, 2014, at which time the Organization also received its assets and liabilities.

The Organization’s purpose is to promote and enhance the business community and to further the growth, development, and health of the greater Seattle University District community. The Organization’s activities include organizing community events (namely the University District Streetfair), marketing the district to attract and retain businesses, cultivating a clean and safe environment, and engaging with the community.

Specifically, the Organization’s principal services include recruitment of volunteers, developing community leadership, facilitating organizational partnerships, forming and sustaining business district improvement programs, and leading the district’s strategic branding and communication efforts.

The Organization’s primary source of support and revenue is a contract through 2020 with the University District Business Improvement Area (the “BIA”), an agent of the City of Seattle, to provide services that are funded by a Business Improvement Area assessment. During the years ended June 30, 2020 and 2019, the Organization earned \$953,900 and \$891,300 under this contract, respectively. The Seattle City Council voted to approve the renewal of the BIA on June 8, 2020 for a 12-year term. The renewal ordinance also calls for a competitive process to select the Program Manager after five years. As the contract is the Organization’s primary source of support and revenue, the outcome of the selection process may greatly affect its operations.

BIAs are funding mechanisms for business district revitalization and management. BIAs charge assessments on businesses and/or properties within defined boundaries that are used to provide services for the mutual benefit of the businesses and properties being assessed.

The BIA authorizes a special assessment that is levied and collected by the City of Seattle on all properties within the University District’s boundaries, except for single-family houses, duplexes, triplexes, or townhouses. The assessment is based upon benefits received related to these improvements and services. The City of Seattle reimburses the Organization for expenses related to these improvements and services.

Each May, the Organization also organizes the “University District StreetFair” event, the longest running street fair in the United States of America, to celebrate neighborhood peace, culture, and community. Event revenue is generated through the rental of vendor booths and through business sponsorships. Note that in 2020, the street fair was canceled due to COVID-19 restrictions.

#### *Financial Statement Presentation*

The Organization reports information regarding its financial position according to two classes of net assets: without donor restrictions and with donor restrictions. Contributions with donor restrictions that are met in the same year as received are reported as revenues without donor restrictions. The

# University District Service Fund

## Notes to Financial Statements

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Organization has no net assets with donor restrictions, so this class of net assets is not shown on the financial statements.

### ***Use of Estimates***

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from the estimated amounts.

### ***Cash and Cash Equivalents***

Cash and cash equivalents include cash held at a bank. The Organization considers all short-term securities with an original maturity of three months or less to be cash equivalents. At times, cash balances can exceed federally insured limits.

### ***Government Contracts Receivable***

Government contracts receivable consist of revenue earned under contracts administered by various state and local government agencies but not yet received. Management reviews contracts receivable, estimates the amount of uncollectible accounts, and records an allowance for doubtful accounts (if required). Management determined that an allowance for doubtful accounts was not required at June 30, 2020 and 2019.

At June 30, 2020 and 2019, 93% and 87% of government contracts receivable were due from the City of Seattle under the BIA contract, respectively.

### ***Revenue Recognition***

Revenue from government contracts is recognized as a conditional contribution. The contribution becomes unconditional when a qualified expense is incurred. Revenue from these contracts is subject to audit, which could result in adjustments to revenue. The adjustments are recorded at the time that such amounts can first be reasonably determined, normally upon notification by the government agency. During the years ended June 30, 2020 and 2019, no adjustments were made.

Event revenue, including booth fees and sponsorships, is recognized when the event takes place.

### ***Allocation of Functional Expenses***

The costs of providing the various programs and other activities have been summarized on a functional basis in the statements of activities and functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Personnel expenses, professional fees, office support, and technology and software are allocated based on estimates of time and effort. Rent and parking as well as insurance are allocated based on an estimated use of square footage. The Organization incurred an immaterial amount of fundraising expense in the years ended June 30, 2020 and 2019; therefore, this classification of expenses is not presented.

### ***Federal Income Taxes***

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code.

# University District Service Fund

## Notes to Financial Statements

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### ***Recent Accounting Pronouncement Adopted***

In June 2018, the Financial Accounting Standards Board (“FASB”) issued Accounting Standards Update (“ASU”) 2018-08, Not-for-Profit Entities (“Topic 958”), Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. This ASU was issued to standardize how grants and other contracts received and made are classified across the sector, as either an exchange transaction or a contribution. The standard provides guidance to assist in the determination of whether a transaction is a contribution or an exchange transaction. If the transaction is deemed to be a contribution the guidance provides factors to consider with regard to whether the contribution is conditional or unconditional. For contributions received, if determined to be an unconditional contribution, the determination will then need to be made as to whether the contribution is restricted. The ASU assists in the determination of the nature of the transaction, which then governs the revenue recognition methodology and timing of the transaction. The ASU is effective for contributions received by the Organization in periods beginning after December 15, 2018. The Organization adopted this update in fiscal year 2020 under the modified prospective basis. The adoption of this update did not materially impact contribution revenue in the financial statements.

In May 2014, FASB issued Accounting Standards Update 2014-09, Revenue from Contracts with Customers (“Topic 606”), related to revenue recognition which replaces numerous requirements in GAAP, including industry-specific requirements, and provides companies with a single revenue recognition model for recognizing revenue from contracts with customers. The core principle of the new standard is that an entity should recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services in accordance with the five-step model outlined in Topic 606: (i) identify the contract with the customer, (ii) identify the performance obligations in the contract, (iii) determine the transaction price, (iv) allocate the transaction price to the performance obligations, and (v) recognize revenue when (or as) performance obligations are satisfied. The two permitted transition methods under the new standard are the full retrospective method, in which the standard is applied to each prior reporting period presented and the cumulative effect of applying the standard is recognized at the earliest period presented, and the modified retrospective method, in which the cumulative effect of applying the standard is recognized at the date of initial application.

In May 2020, the FASB voted to approve the proposed deferral of the effective date for Topic 606 for one year for all non-public entities that have not yet issued financial statements as of the date the final ASU is issued.

As such, UDP is electing to defer implementation of Topic 606 until the year ending June 30, 2021.

### ***Subsequent Events***

The Organization has evaluated subsequent events through the date these financial statements were available to be issued, which was \_\_\_\_.

## **2. Liquidity and Availability of Resources**

The Organization strives to maintain liquid financial assets and reserves sufficient to cover at least 60 days of general expenditures. This policy was established in order to sustain operations through delays in payments of committed funding and to accept reimbursable contracts and grants with the



# University District Service Fund

## Notes to Financial Statements

BIA and other organizations without jeopardizing ongoing operations. Financial assets in excess of daily cash requirements are invested in savings accounts (cash and cash equivalents).

The following table reflects the Organization's financial assets as of June 30, 2020 and 2019, available to meet general expenditures within one year of the statement of financial position date.

	2020	2019
Cash and cash equivalents	\$ 274,237	\$ 270,105
Government contracts receivable	88,652	96,130
Insurance claim receivable	-	50,650
	\$ 362,889	\$ 416,885

### 3. Lease Obligation

The Organization previously leased its facilities under a noncancelable operating lease originally entered into in April 2019 and expiring in January 2020. In February 2020, the Organization entered a new noncancelable lease which expires in January 2025. Rent expense under these leases was \$46,657 and \$44,530 for the years ended June 30, 2020 and 2019, respectively. The following table reflects future minimum lease payments as of June 30, 2020.

	\$ 52,671
2022	54,125
2023	55,623
2024	57,166
2025	33,881
	\$ 253,465

### 4. COVID-19 and the CARES Act

#### *Impact of COVID-19*

On January 30, 2020, the World Health Organization (WHO) announced a global health emergency because of a new strain of coronavirus (the "COVID-19 outbreak") and the risks to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally.

The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the Organization's financial condition, liquidity, and future results of operations. Management is actively monitoring the global situation on its financial condition, liquidity, operations, suppliers, industry, and workforce. As previously mentioned, the organization was forced to cancel the University District StreetFair.

# University District Service Fund

## Notes to Financial Statements

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### *CARES Act*

On March 27, 2020, President Trump signed into law the “Coronavirus Aid, Relief, and Economic Security (CARES) Act.” The CARES Act, among other things, includes provisions relating to refundable payroll tax credits, deferment of employer side social security payments, net operating loss carryback periods, alternative minimum tax credit refunds, modifications to the net interest deduction limitations, increased limitations on qualified charitable contributions, and technical corrections to tax depreciation methods for qualified improvement property.

It also appropriated funds for the Small Business Administration (“SBA”) Payroll Protection Program (“PPP”) loans that are forgivable in certain situations to promote continued employment, as well as Economic Injury Disaster Loans to provide liquidity to small business and nonprofits harmed by COVID-19. The Organization applied for and received a PPP loan on May 4, 2020, totaling \$78,157. The note payable incurs interest at 1% and is unsecured. The principal and interest of the note is forgivable if the proceeds are spent on qualifying costs during the 24-week period following the date the note is issued. Qualified costs are considered as 60% of the loan amount on payroll costs, and 40% on non-payroll costs, including rent and utilities. Interest payments are deferred for the first ten months of the note period, following the 24-week period. Should any portion of the principal of the note not meet the forgiveness provisions, monthly principal and interest payments will be repayable using a monthly amortization schedule starting from the end of the deferral period until maturity on May 4, 2022. As no principal payments are expected during the year ended June 30, 2021, the full balance of the note is considered a non-current liability.

The Organization has examined the impact that the CARES Act will have on its financial condition, results of operation, and liquidity. Outside of the PPP loan, management believes the impact of the CARES Act will be limited.

# Return of Organization Exempt From Income Tax

OMB No. 1545-0047

**2019**

**Open to Public Inspection**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

**A** For the 2019 calendar year, or tax year beginning Jul 1, 2019, and ending Jun 30, 2020

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Final return/terminated  
 Amended return  
 Application pending

**C** Name of organization University District Service Fund  
 Doing business as \_\_\_\_\_  
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite  
PO Box 45073  
 City or town, state or province, country, and ZIP or foreign postal code  
Seattle, WA 98145

**D** Employer identification number  
46-0468145

**E** Telephone number  
(206) 547-4417

**F** Name and address of principal officer:  
Mark Crawford, 1415 NE 45th St Ste 401, Seattle, WA 98105

**G** Gross receipts \$1,016,128.

**H(a)** Is this a group return for subordinates?  Yes  No  
**H(b)** Are all subordinates included?  Yes  No  
 If "No," attach a list. (see instructions)

**I** Tax-exempt status:  501(c)(3)  501(c) ( ) ◀ (insert no.)  4947(a)(1) or  527

**J** Website: ▶ www.udistrictpartnership.org

**K** Form of organization:  Corporation  Trust  Association  Other ▶

**L** Year of formation: 2002

**M** State of legal domicile: WA

**H(c)** Group exemption number ▶

**Part I Summary**

<b>Activities &amp; Governance</b>	<b>1</b>	Briefly describe the organization's mission or most significant activities: <u>Economic development, neighborhood revitalization, and livability in the Seattle University District.</u>		
	<b>2</b>	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	<b>3</b>	Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	16
	<b>4</b>	Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	16
	<b>5</b>	Total number of individuals employed in calendar year 2019 (Part V, line 2a)	<b>5</b>	13
	<b>6</b>	Total number of volunteers (estimate if necessary)	<b>6</b>	75
	<b>7a</b>	Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	0.
<b>b</b>	Net unrelated business taxable income from Form 990-T, line 39	<b>7b</b>	0.	
<b>Revenue</b>	<b>8</b>	Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	<b>9</b>	Program service revenue (Part VIII, line 2g)	89,472.	51,066.
	<b>10</b>	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	1,130,066.	964,700.
	<b>11</b>	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	239.	362.
	<b>12</b>	Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)	1,231,270.	1,016,128.
<b>Expenses</b>	<b>13</b>	Grants and similar amounts paid (Part IX, column (A), lines 1–3)		
	<b>14</b>	Benefits paid to or for members (Part IX, column (A), line 4)		
	<b>15</b>	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	467,461.	523,179.
	<b>16a</b>	Professional fundraising fees (Part IX, column (A), line 11e)		
	<b>b</b>	Total fundraising expenses (Part IX, column (D), line 25) ▶ 0.		
	<b>17</b>	Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	692,631.	652,460.
<b>18</b>	Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	1,160,092.	1,175,639.	
<b>19</b>	Revenue less expenses. Subtract line 18 from line 12	71,178.	-159,511.	
<b>Net Assets or Fund Balances</b>	<b>20</b>	Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	<b>21</b>	Total liabilities (Part X, line 26)	429,603.	372,406.
	<b>22</b>	Net assets or fund balances. Subtract line 21 from line 20	54,322.	156,636.
			375,281.	215,770.

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here**

Signature of officer: \_\_\_\_\_ Date: 12/15/2020

Mark Crawford, Interim Executive Director  
Type or print name and title

**Paid Preparer Use Only**

Print/Type preparer's name <u>Philip Lloyd</u>	Preparer's signature <u>Philip Lloyd</u>	Date <u>12/23/2020</u>	Check <input type="checkbox"/> if self-employed	PTIN <u>P01598099</u>
Firm's name ▶ <u>Seattle CFO Services</u>			Firm's EIN ▶ <u>47-2810714</u>	
Firm's address ▶ <u>603 Stewart St, Seattle, WA 98101</u>			Phone no. <u>(206) 382-5552</u>	

May the IRS discuss this return with the preparer shown above? (see instructions)  Yes  No

**Part III Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III  Yes  No

**1** Briefly describe the organization's mission:  
Economic development, neighborhood revitalization, and livability  
in the Seattle University District.

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No  
If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No  
If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

**4a** (Code: \_\_\_\_\_) (Expenses \$ 1,013,785. including grants of \$ 0.) (Revenue \$ 964,700.)  
Economic development, neighborhood revitalization, and livability in the  
Seattle University District. Programs include cleaning, public safety,  
urban design and events and marketing.

**4b** (Code: \_\_\_\_\_) (Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

**4c** (Code: \_\_\_\_\_) (Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

**4d** Other program services (Describe on Schedule O.)  
(Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

**4e** Total program service expenses **▶** 1,013,785.

**Part IV Checklist of Required Schedules**

	Yes	No
<b>1</b> Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A . . . . .</i>	<b>1</b> X	
<b>2</b> Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> (see instructions)? . . . . .	<b>2</b> X	
<b>3</b> Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I . . . . .</i>	<b>3</b>	X
<b>4</b> <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II . . . . .</i>	<b>4</b>	X
<b>5</b> Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III . . . . .</i>	<b>5</b>	X
<b>6</b> Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I . . . . .</i>	<b>6</b>	X
<b>7</b> Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II . . . . .</i>	<b>7</b>	X
<b>8</b> Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III . . . . .</i>	<b>8</b>	X
<b>9</b> Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV . . . . .</i>	<b>9</b>	X
<b>10</b> Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? <i>If "Yes," complete Schedule D, Part V . . . . .</i>	<b>10</b>	X
<b>11</b> If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
<b>a</b> Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI . . . . .</i>	<b>11a</b> X	
<b>b</b> Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII . . . . .</i>	<b>11b</b>	X
<b>c</b> Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII . . . . .</i>	<b>11c</b>	X
<b>d</b> Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX . . . . .</i>	<b>11d</b>	X
<b>e</b> Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X . . . . .</i>	<b>11e</b>	X
<b>f</b> Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X . . . . .</i>	<b>11f</b>	X
<b>12a</b> Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII . . . . .</i>	<b>12a</b> X	
<b>b</b> Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional . . . . .</i>	<b>12b</b>	X
<b>13</b> Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E . . . . .</i>	<b>13</b>	X
<b>14a</b> Did the organization maintain an office, employees, or agents outside of the United States? . . . . .	<b>14a</b>	X
<b>b</b> Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV . . . . .</i>	<b>14b</b>	X
<b>15</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV . . . . .</i>	<b>15</b>	X
<b>16</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV . . . . .</i>	<b>16</b>	X
<b>17</b> Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I (see instructions) . . . . .</i>	<b>17</b>	X
<b>18</b> Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II . . . . .</i>	<b>18</b>	X
<b>19</b> Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III . . . . .</i>	<b>19</b>	X
<b>20a</b> Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H . . . . .</i>	<b>20a</b>	X
<b>b</b> If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return? . . . . .	<b>20b</b>	
<b>21</b> Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II . . . . .</i>	<b>21</b>	X

**Part IV Checklist of Required Schedules** *(continued)*

	Yes	No
<b>22</b> Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i> . . . . .		X
<b>23</b> Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i> . . . . .	X	
<b>24a</b> Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i> . . . . .		X
<b>b</b> Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? . . . . .		
<b>c</b> Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds? . . . . .		
<b>d</b> Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? . . . . .		
<b>25a</b> <b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i> . . . . .		X
<b>b</b> Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i> . . . . .		X
<b>26</b> Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II</i> . . . . .		X
<b>27</b> Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i> . . . . .		X
<b>28</b> Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions, for applicable filing thresholds, conditions, and exceptions):		
<b>a</b> A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV</i> . . . . .		X
<b>b</b> A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV</i> . . . . .		X
<b>c</b> A 35% controlled entity of one or more individuals and/or organizations described in lines 28a or 28b? <i>If "Yes," complete Schedule L, Part IV</i> . . . . .		X
<b>29</b> Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i> . . . . .		X
<b>30</b> Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i> . . . . .		X
<b>31</b> Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i> . . . . .		X
<b>32</b> Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i> . . . . .		X
<b>33</b> Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i> . . . . .		X
<b>34</b> Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i> . . . . .		X
<b>35a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)? . . . . .		X
<b>b</b> If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i> . . . . .		
<b>36</b> <b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i> . . . . .		X
<b>37</b> Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i> . . . . .		X
<b>38</b> Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? <b>Note:</b> All Form 990 filers are required to complete Schedule O. . . . .	X	

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
<b>1a</b> Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable . . . . .		
<b>b</b> Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable . . . . .		
<b>c</b> Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners? . . . . .		

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Table with columns for question number, question text, and Yes/No response boxes. Includes questions 2a through 16 regarding employee reporting, tax shelter transactions, and charitable contributions.

**Part VI Governance, Management, and Disclosure** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions. Check if Schedule O contains a response or note to any line in this Part VI

**Section A. Governing Body and Management**

		Yes	No
<b>1a</b>	Enter the number of voting members of the governing body at the end of the tax year . . . . .		
	If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.		
<b>1b</b>	Enter the number of voting members included on line 1a, above, who are independent . . . . .		
<b>2</b>	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? . . . . .		X
<b>3</b>	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person? . . . . .		X
<b>4</b>	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? . . . . .		X
<b>5</b>	Did the organization become aware during the year of a significant diversion of the organization's assets? . . . . .		X
<b>6</b>	Did the organization have members or stockholders? . . . . .		X
<b>7a</b>	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? . . . . .		X
<b>7b</b>	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? . . . . .		X
<b>8</b>	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
<b>8a</b>	The governing body? . . . . .	X	
<b>8b</b>	Each committee with authority to act on behalf of the governing body? . . . . .	X	
<b>9</b>	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O . . . . .		X

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
<b>10a</b>	Did the organization have local chapters, branches, or affiliates? . . . . .		X
<b>10b</b>	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? . . . . .		
<b>11a</b>	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? . . . . .	X	
<b>11b</b>	Describe in Schedule O the process, if any, used by the organization to review this Form 990. . . . .		
<b>12a</b>	Did the organization have a written conflict of interest policy? If "No," go to line 13 . . . . .	X	
<b>12b</b>	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? . . . . .	X	
<b>12c</b>	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done . . . . .		X
<b>13</b>	Did the organization have a written whistleblower policy? . . . . .		X
<b>14</b>	Did the organization have a written document retention and destruction policy? . . . . .		X
<b>15</b>	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
<b>15a</b>	The organization's CEO, Executive Director, or top management official . . . . .	X	
<b>15b</b>	Other officers or key employees of the organization . . . . .		X
	If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
<b>16a</b>	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? . . . . .		X
<b>16b</b>	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements? . . . . .		

**Section C. Disclosure**

- 17** List the states with which a copy of this Form 990 is required to be filed ►
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
 Own website     Another's website     Upon request     Other (explain on Schedule O)
- 19** Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records ►  
 The Organization, 1415 NE 45th St Ste 401, Seattle, WA 98105 (206) 547-4417



**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Mark Crawford Interim Executive Director	40.00			X	X			155,000.	0.	0.
(2) Eric Lawson Director	2.00	X						0.	0.	0.
(3) Kristine Kenney Director	2.00	X						0.	0.	0.
(4) Jeanette Henderson Director	2.00	X						0.	0.	0.
(5) Lois Ko Secretary and Director	3.00	X		X				0.	0.	0.
(6) Rob Lubin Co-Chair	3.00	X		X				0.	0.	0.
(7) Miles Richardson Co-Chair	5.00	X						0.	0.	0.
(8) Don Schulze Director	2.00	X						0.	0.	0.
(9) Patricia Simpson Director	2.00	X						0.	0.	0.
(10) Alfred Shiga Treasurer and Director	2.00	X		X				0.	0.	0.
(11) Sally Clark Treasurer	5.00	X		X				0.	0.	0.
(12) Andrew McMasters Director	2.00	X						0.	0.	0.
(13) Stephen Antupit Director	2.00	X						0.	0.	0.
(14) Dawn Perry Director	2.00	X						0.	0.	0.

**Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15) Anson Lin Director	2.00	<input checked="" type="checkbox"/>						0.	0.	0.
(16) Moe Khan Director	2.00	<input checked="" type="checkbox"/>						0.	0.	0.
(17)										
(18)										
(19)										
(20)										
(21)										
(22)										
(23)										
(24)										
(25)										
<b>1b Subtotal</b>								155,000.	0.	0.
<b>c Total from continuation sheets to Part VII, Section A</b>										
<b>d Total (add lines 1b and 1c)</b>								155,000.	0.	0.

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **▶** 1

	Yes	No
<b>3</b> Did the organization list any <b>former</b> officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual</i>		<input checked="" type="checkbox"/>
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual</i>	<input checked="" type="checkbox"/>	
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person</i>		<input checked="" type="checkbox"/>

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **▶**

**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1a</b>	Federated campaigns . . . . .	<b>1a</b>					
	<b>b</b>	Membership dues . . . . .	<b>1b</b>					
	<b>c</b>	Fundraising events . . . . .	<b>1c</b>					
	<b>d</b>	Related organizations . . . . .	<b>1d</b>					
	<b>e</b>	Government grants (contributions)	<b>1e</b>	13,306.				
	<b>f</b>	All other contributions, gifts, grants, and similar amounts not included above	<b>1f</b>	37,760.				
	<b>g</b>	Noncash contributions included in lines 1a-1f . . . . .	<b>1g</b>	\$				
	<b>h</b>	<b>Total.</b> Add lines 1a-1f . . . . .			51,066.			
<b>Program Service Revenue</b>	<b>2a</b>	Program Fees	Business Code 900099	953,900.	953,900.	0.	0.	
	<b>b</b>	Program Revenue	900099	10,800.	10,800.	0.	0.	
	<b>c</b>							
	<b>d</b>							
	<b>e</b>							
	<b>f</b>	All other program service revenue . .						
	<b>g</b>	<b>Total.</b> Add lines 2a-2f . . . . .			964,700.			
<b>Other Revenue</b>	<b>3</b>	Investment income (including dividends, interest, and other similar amounts) . . . . .		362.	0.	0.	362.	
	<b>4</b>	Income from investment of tax-exempt bond proceeds						
	<b>5</b>	Royalties . . . . .						
	<b>6a</b>	Gross rents . . . . .	(i) Real	(ii) Personal				
			<b>6a</b>					
			<b>6b</b>					
	<b>b</b>	Less: rental expenses	<b>6b</b>					
	<b>c</b>	Rental income or (loss)	<b>6c</b>					
	<b>d</b>	Net rental income or (loss) . . . . .						
	<b>7a</b>	Gross amount from sales of assets other than inventory	(i) Securities	(ii) Other				
			<b>7a</b>					
			<b>7b</b>					
	<b>b</b>	Less: cost or other basis and sales expenses . . . . .	<b>7b</b>					
	<b>c</b>	Gain or (loss) . . . . .	<b>7c</b>					
	<b>d</b>	Net gain or (loss) . . . . .						
<b>8a</b>	Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18 . . . . .							
		<b>8a</b>						
		<b>8b</b>						
<b>c</b>	Net income or (loss) from fundraising events . .							
<b>9a</b>	Gross income from gaming activities. See Part IV, line 19 . . . . .							
		<b>9a</b>						
		<b>9b</b>						
<b>c</b>	Net income or (loss) from gaming activities . . .							
<b>10a</b>	Gross sales of inventory, less returns and allowances . . . . .							
		<b>10a</b>						
		<b>10b</b>						
<b>c</b>	Net income or (loss) from sales of inventory . . .							
<b>Miscellaneous Revenue</b>	<b>11a</b>		Business Code					
	<b>b</b>							
	<b>c</b>							
	<b>d</b>	All other revenue . . . . .						
	<b>e</b>	<b>Total.</b> Add lines 11a-11d . . . . .						
<b>12</b>	<b>Total revenue.</b> See instructions . . . . .			1,016,128.	964,700.	0.	362.	

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

<b>Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.</b>		(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
<b>1</b>	Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 . . . . .				
<b>2</b>	Grants and other assistance to domestic individuals. See Part IV, line 22 . . . . .				
<b>3</b>	Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16 . . . . .				
<b>4</b>	Benefits paid to or for members . . . . .				
<b>5</b>	Compensation of current officers, directors, trustees, and key employees . . . . .	161,875.	114,323.	47,552.	0.
<b>6</b>	Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) . . . . .				
<b>7</b>	Other salaries and wages . . . . .	282,545.	276,282.	6,263.	0.
<b>8</b>	Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) . . . . .	11,397.	10,017.	1,380.	0.
<b>9</b>	Other employee benefits . . . . .	32,092.	28,206.	3,886.	0.
<b>10</b>	Payroll taxes . . . . .	35,270.	30,999.	4,271.	0.
<b>11</b>	Fees for services (nonemployees):				
<b>a</b>	Management . . . . .	37,310.	0.	37,310.	0.
<b>b</b>	Legal . . . . .				
<b>c</b>	Accounting . . . . .	38,000.	0.	38,000.	0.
<b>d</b>	Lobbying . . . . .				
<b>e</b>	Professional fundraising services. See Part IV, line 17 . . . . .				
<b>f</b>	Investment management fees . . . . .				
<b>g</b>	Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.) . . . . .				
<b>12</b>	Advertising and promotion . . . . .				
<b>13</b>	Office expenses . . . . .	12,015.	7,460.	4,555.	0.
<b>14</b>	Information technology . . . . .	21,216.	13,843.	7,373.	0.
<b>15</b>	Royalties . . . . .				
<b>16</b>	Occupancy . . . . .	50,168.	44,093.	6,075.	0.
<b>17</b>	Travel . . . . .	3,475.	834.	2,641.	0.
<b>18</b>	Payments of travel or entertainment expenses for any federal, state, or local public officials . . . . .				
<b>19</b>	Conferences, conventions, and meetings . . . . .	2,304.	1,354.	950.	0.
<b>20</b>	Interest . . . . .				
<b>21</b>	Payments to affiliates . . . . .				
<b>22</b>	Depreciation, depletion, and amortization . . . . .	1,946.	1,710.	236.	0.
<b>23</b>	Insurance . . . . .	4,514.	3,967.	547.	0.
<b>24</b>	Other expenses. Itemize expenses not covered above (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
<b>a</b>	Program Contracts	420,198.	420,198.	0.	0.
<b>b</b>	Event Expenses	60,123.	60,123.	0.	0.
<b>c</b>					
<b>d</b>					
<b>e</b>	All other expenses	1,191.	376.	815.	0.
<b>25</b>	<b>Total functional expenses.</b> Add lines 1 through 24e	1,175,639.	1,013,785.	161,854.	0.
<b>26</b>	<b>Joint costs.</b> Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720) . . . . .				

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
<b>Assets</b>	<b>1</b> Cash—non-interest-bearing . . . . .	270,105.	<b>1</b>	274,237.
	<b>2</b> Savings and temporary cash investments . . . . .		<b>2</b>	
	<b>3</b> Pledges and grants receivable, net . . . . .		<b>3</b>	
	<b>4</b> Accounts receivable, net . . . . .	146,780.	<b>4</b>	88,652.
	<b>5</b> Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons . . . . .		<b>5</b>	
	<b>6</b> Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B) . . . . .		<b>6</b>	
	<b>7</b> Notes and loans receivable, net . . . . .		<b>7</b>	
	<b>8</b> Inventories for sale or use . . . . .		<b>8</b>	
	<b>9</b> Prepaid expenses and deferred charges . . . . .	7,207.	<b>9</b>	5,951.
	<b>10a</b> Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D . . . . .	<b>10a</b> 5,835.		
	<b>b</b> Less: accumulated depreciation . . . . .	<b>10b</b> 2,269.	5,511.	<b>10c</b> 3,566.
	<b>11</b> Investments—publicly traded securities . . . . .		<b>11</b>	
	<b>12</b> Investments—other securities. See Part IV, line 11 . . . . .		<b>12</b>	
	<b>13</b> Investments—program-related. See Part IV, line 11 . . . . .		<b>13</b>	
	<b>14</b> Intangible assets . . . . .		<b>14</b>	
	<b>15</b> Other assets. See Part IV, line 11 . . . . .		<b>15</b>	
<b>16 Total assets.</b> Add lines 1 through 15 (must equal line 33) . . . . .	429,603.	<b>16</b>	372,406.	
<b>Liabilities</b>	<b>17</b> Accounts payable and accrued expenses . . . . .	54,322.	<b>17</b>	78,479.
	<b>18</b> Grants payable . . . . .		<b>18</b>	
	<b>19</b> Deferred revenue . . . . .		<b>19</b>	
	<b>20</b> Tax-exempt bond liabilities . . . . .		<b>20</b>	
	<b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D . . . . .		<b>21</b>	
	<b>22</b> Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons . . . . .		<b>22</b>	
	<b>23</b> Secured mortgages and notes payable to unrelated third parties . . . . .		<b>23</b>	
	<b>24</b> Unsecured notes and loans payable to unrelated third parties . . . . .		<b>24</b>	78,157.
	<b>25</b> Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17–24). Complete Part X of Schedule D . . . . .		<b>25</b>	
	<b>26 Total liabilities.</b> Add lines 17 through 25 . . . . .	54,322.	<b>26</b>	156,636.
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.</b>			
	<b>27</b> Net assets without donor restrictions . . . . .	375,281.	<b>27</b>	215,770.
	<b>28</b> Net assets with donor restrictions . . . . .		<b>28</b>	
	<b>Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.</b>			
	<b>29</b> Capital stock or trust principal, or current funds . . . . .		<b>29</b>	
	<b>30</b> Paid-in or capital surplus, or land, building, or equipment fund . . . . .		<b>30</b>	
	<b>31</b> Retained earnings, endowment, accumulated income, or other funds . . . . .		<b>31</b>	
<b>32</b> Total net assets or fund balances . . . . .	375,281.	<b>32</b>	215,770.	
<b>33</b> Total liabilities and net assets/fund balances . . . . .	429,603.	<b>33</b>	372,406.	

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

<b>1</b>	Total revenue (must equal Part VIII, column (A), line 12)	<b>1</b>	1,016,128.
<b>2</b>	Total expenses (must equal Part IX, column (A), line 25)	<b>2</b>	1,175,639.
<b>3</b>	Revenue less expenses. Subtract line 2 from line 1	<b>3</b>	-159,511.
<b>4</b>	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	<b>4</b>	375,281.
<b>5</b>	Net unrealized gains (losses) on investments	<b>5</b>	
<b>6</b>	Donated services and use of facilities	<b>6</b>	
<b>7</b>	Investment expenses	<b>7</b>	
<b>8</b>	Prior period adjustments	<b>8</b>	
<b>9</b>	Other changes in net assets or fund balances (explain on Schedule O)	<b>9</b>	
<b>10</b>	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	<b>10</b>	215,770.

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

	Yes	No
<b>1</b> Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
<b>2a</b> Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
<b>b</b> Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
<b>c</b> If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	X	
<b>3a</b> As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
<b>b</b> If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits.		

**SCHEDULE A**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.  
▶ **Attach to Form 990 or Form 990-EZ.**

▶ **Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.**

OMB No. 1545-0047

**2019**

**Open to Public Inspection**

<b>Name of the organization</b> University District Service Fund	<b>Employer identification number</b> 46-0468145
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**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1  A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2  A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3  A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4  A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: \_\_\_\_\_
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8  A community trust described in **section 170(b)(1)(A)(vii)**. (Complete Part II.)
- 9  An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10  An organization that normally receives: (1) more than 33<sup>1</sup>/<sub>3</sub>% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33<sup>1</sup>/<sub>3</sub>% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11  An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a  **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b  **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c  **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d  **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations
  - g Provide the following information about the supported organization(s).

	(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
				Yes	No		
(A)							
(B)							
(C)							
(D)							
(E)							
<b>Total</b>							

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ►	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") . . . . .						
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .						
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .						
<b>4 Total.</b> Add lines 1 through 3 . . . . .						
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) . . . . .						
<b>6 Public support.</b> Subtract line 5 from line 4						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ►	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>7</b> Amounts from line 4 . . . . .						
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .						
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on . . . . .						
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .						
<b>11 Total support.</b> Add lines 7 through 10						
<b>12</b> Gross receipts from related activities, etc. (see instructions) . . . . .					<b>12</b>	
<b>13 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . .						<input type="checkbox"/>

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2019 (line 6, column (f) divided by line 11, column (f)) . . . . .	<b>14</b>	%
<b>15</b> Public support percentage from 2018 Schedule A, Part II, line 14 . . . . .	<b>15</b>	%
<b>16a 33 1/3% support test—2019.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . .		<input type="checkbox"/>
<b>b 33 1/3% support test—2018.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . .		<input type="checkbox"/>
<b>17a 10%-facts-and-circumstances test—2019.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . .		<input type="checkbox"/>
<b>b 10%-facts-and-circumstances test—2018.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . .		<input type="checkbox"/>
<b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions . . . . .		<input type="checkbox"/>



**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ►	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	187,915.	47,003.	69,751.	89,472.	51,066.	445,207.
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose . . . .	618,882.	836,040.	1,086,141.	1,130,066.	964,700.	4,635,829.
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .						
<b>6 Total.</b> Add lines 1 through 5 . . . . .	806,797.	883,043.	1,155,892.	1,219,538.	1,015,766.	5,081,036.
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons . . . . .						
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year . . . . .						
<b>c</b> Add lines 7a and 7b . . . . .						
<b>8 Public support.</b> (Subtract line 7c from line 6.) . . . . .						5,081,036.

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ►	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
<b>9</b> Amounts from line 6 . . . . .	806,797.	883,043.	1,155,892.	1,219,538.	1,015,766.	5,081,036.
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .			550.	239.	362.	1,151.
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 . . . . .						
<b>c</b> Add lines 10a and 10b . . . . .			550.	239.	362.	1,151.
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on . . . . .						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .	1,820.	303.		11,493.		13,616.
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.) . . . . .	808,617.	883,346.	1,156,442.	1,231,270.	1,016,128.	5,095,803.
<b>14 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . . <input type="checkbox"/>						

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2019 (line 8, column (f), divided by line 13, column (f)) . . . . .	<b>15</b>	99.71 %
<b>16</b> Public support percentage from 2018 Schedule A, Part III, line 15 . . . . .	<b>16</b>	99.71 %

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for <b>2019</b> (line 10c, column (f), divided by line 13, column (f)) . . . . .	<b>17</b>	0.02 %
<b>18</b> Investment income percentage from <b>2018</b> Schedule A, Part III, line 17 . . . . .	<b>18</b>	0.02 %
<b>19a 33 1/3% support tests—2019.</b> If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . . <input checked="" type="checkbox"/>		
<b>b 33 1/3% support tests—2018.</b> If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>		
<b>20 Private foundation.</b> If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . . . . <input type="checkbox"/>		

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

		Yes	No
1	Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer (b) and (c) below.</i>		
3b	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
3c	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a	Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.</i>		
4b	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
4c	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a	Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
5b	<b>Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
5c	<b>Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
6	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
8	Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
9a	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
9b	Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
9c	Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a	Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer 10b below.</i>		
10b	Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

**Part IV Supporting Organizations** *(continued)*

	Yes	No
<b>11</b> Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b> A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
<b>b</b> A family member of a person described in (a) above?		
<b>c</b> A 35% controlled entity of a person described in (a) or (b) above? <i>If "Yes" to a, b, or c, provide detail in Part VI.</i>		

**Section B. Type I Supporting Organizations**

	Yes	No
<b>1</b> Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? <i>If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.</i>		
<b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? <i>If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.</i>		

**Section C. Type II Supporting Organizations**

	Yes	No
<b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? <i>If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).</i>		

**Section D. All Type III Supporting Organizations**

	Yes	No
<b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? <i>If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).</i>		
<b>3</b> By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? <i>If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.</i>		

**Section E. Type III Functionally Integrated Supporting Organizations**

<b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
<b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. Complete <b>line 2</b> below.		
<b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete <b>line 3</b> below.		
<b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in <b>Part VI</b> how you supported a government entity (see instructions).		
<b>2</b> Activities Test. <b>Answer (a) and (b) below.</b>		
<b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? <i>If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.</i>		
<b>b</b> Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? <i>If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.</i>		
<b>3</b> Parent of Supported Organizations. <b>Answer (a) and (b) below.</b>		
<b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? <i>Provide details in Part VI.</i>		
<b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? <i>If "Yes," describe in Part VI the role played by the organization in this regard.</i>		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1**  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

<b>Section A—Adjusted Net Income</b>		(A) Prior Year	(B) Current Year (optional)
<b>1</b> Net short-term capital gain	<b>1</b>		
<b>2</b> Recoveries of prior-year distributions	<b>2</b>		
<b>3</b> Other gross income (see instructions)	<b>3</b>		
<b>4</b> Add lines 1 through 3.	<b>4</b>		
<b>5</b> Depreciation and depletion	<b>5</b>		
<b>6</b> Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	<b>6</b>		
<b>7</b> Other expenses (see instructions)	<b>7</b>		
<b>8 Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	<b>8</b>		
<b>Section B—Minimum Asset Amount</b>		(A) Prior Year	(B) Current Year (optional)
<b>1</b> Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):			
<b>a</b> Average monthly value of securities	<b>1a</b>		
<b>b</b> Average monthly cash balances	<b>1b</b>		
<b>c</b> Fair market value of other non-exempt-use assets	<b>1c</b>		
<b>d Total</b> (add lines 1a, 1b, and 1c)	<b>1d</b>		
<b>e Discount</b> claimed for blockage or other factors (explain in detail in <b>Part VI</b> ):			
<b>2</b> Acquisition indebtedness applicable to non-exempt-use assets	<b>2</b>		
<b>3</b> Subtract line 2 from line 1d.	<b>3</b>		
<b>4</b> Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	<b>4</b>		
<b>5</b> Net value of non-exempt-use assets (subtract line 4 from line 3)	<b>5</b>		
<b>6</b> Multiply line 5 by .035.	<b>6</b>		
<b>7</b> Recoveries of prior-year distributions	<b>7</b>		
<b>8 Minimum Asset Amount</b> (add line 7 to line 6)	<b>8</b>		
<b>Section C—Distributable Amount</b>			Current Year
<b>1</b> Adjusted net income for prior year (from Section A, line 8, Column A)	<b>1</b>		
<b>2</b> Enter 85% of line 1.	<b>2</b>		
<b>3</b> Minimum asset amount for prior year (from Section B, line 8, Column A)	<b>3</b>		
<b>4</b> Enter greater of line 2 or line 3.	<b>4</b>		
<b>5</b> Income tax imposed in prior year	<b>5</b>		
<b>6 Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	<b>6</b>		
<b>7</b> <input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).			

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** *(continued)*

Section D—Distributions	Current Year
<b>1</b> Amounts paid to supported organizations to accomplish exempt purposes	
<b>2</b> Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
<b>3</b> Administrative expenses paid to accomplish exempt purposes of supported organizations	
<b>4</b> Amounts paid to acquire exempt-use assets	
<b>5</b> Qualified set-aside amounts (prior IRS approval required)	
<b>6</b> Other distributions (describe in <b>Part VI</b> ). See instructions.	
<b>7 Total annual distributions.</b> Add lines 1 through 6.	
<b>8</b> Distributions to attentive supported organizations to which the organization is responsive (provide details in <b>Part VI</b> ). See instructions.	
<b>9</b> Distributable amount for 2019 from Section C, line 6	
<b>10</b> Line 8 amount divided by line 9 amount	

Section E—Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2019	(iii) Distributable Amount for 2019
<b>1</b> Distributable amount for 2019 from Section C, line 6			
<b>2</b> Underdistributions, if any, for years prior to 2019 (reasonable cause required—explain in <b>Part VI</b> ). See instructions.			
<b>3</b> Excess distributions carryover, if any, to 2019			
<b>a</b> From 2014 . . . . .			
<b>b</b> From 2015 . . . . .			
<b>c</b> From 2016 . . . . .			
<b>d</b> From 2017 . . . . .			
<b>e</b> From 2018 . . . . .			
<b>f Total</b> of lines 3a through e			
<b>g</b> Applied to underdistributions of prior years			
<b>h</b> Applied to 2019 distributable amount			
<b>i</b> Carryover from 2014 not applied (see instructions)			
<b>j</b> Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
<b>4</b> Distributions for 2019 from Section D, line 7: \$			
<b>a</b> Applied to underdistributions of prior years			
<b>b</b> Applied to 2019 distributable amount			
<b>c</b> Remainder. Subtract lines 4a and 4b from 4.			
<b>5</b> Remaining underdistributions for years prior to 2019, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in <b>Part VI</b> . See instructions.			
<b>6</b> Remaining underdistributions for 2019. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in <b>Part VI</b> . See instructions.			
<b>7 Excess distributions carryover to 2020.</b> Add lines 3j and 4c.			
<b>8</b> Breakdown of line 7:			
<b>a</b> Excess from 2015 . . . . .			
<b>b</b> Excess from 2016 . . . . .			
<b>c</b> Excess from 2017 . . . . .			
<b>d</b> Excess from 2018 . . . . .			
<b>e</b> Excess from 2019 . . . . .			

**Part VI** **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Pt III Ln 12: Other Income Part III, Line 12 Description: Other Exempt Purpose

Related Income 2015: 1820. 2016: 303. 2018: 11493.

Multiple horizontal dashed lines for supplemental information.

# Schedule of Contributors

**2019**

▶ **Attach to Form 990, Form 990-EZ, or Form 990-PF.**  
▶ **Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.**

Name of the organization <u>University District Service Fund</u>	Employer identification number <u>46-0468145</u>
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**Organization type** (check one):

**Filers of:**

**Section:**

- Form 990 or 990-EZ  501(c)( 3 ) (enter number) organization
- 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation
- 527 political organization
- Form 990-PF  501(c)(3) exempt private foundation
- 4947(a)(1) nonexempt charitable trust treated as a private foundation
- 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

- For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

- For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33<sup>1</sup>/<sub>3</sub>% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year . . . . . ▶ \$ \_\_\_\_\_

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

Name of organization University District Service Fund	Employer identification number 46-0468145
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**Part I** **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	Seattle Public Utilities 700 Fifth Ave Seattle WA 98104	\$ 12,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	Boeing Company PO Box 3707 Seattle WA 98124	\$ 16,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	Benevity Fund 32 W 25th Ave San Mateo CA 94403	\$ 8,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4	Lin, Chih Lung and Hui Hsin 17209 NE 95th Street Redmond WA 98052	\$ 8,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- -----	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)



Name of organization <u>University District Service Fund</u>	Employer identification number <u>46-0468145</u>
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**Part II** **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- -----	\$-----	-----

Name of organization University District Service Fund	Employer identification number 46-0468145
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**Part III** **Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor.** Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this information once. See instructions.) ▶ \$ \_\_\_\_\_  
 Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee
----- ----- -----	----- ----- -----

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee
----- ----- -----	----- ----- -----

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee
----- ----- -----	----- ----- -----

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee
----- ----- -----	----- ----- -----

SCHEDULE D (Form 990)

Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b. Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2019

Open to Public Inspection

Name of the organization: University District Service Fund; Employer identification number: 46-0468145

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

Table with 3 columns: Question number, (a) Donor advised funds, (b) Funds and other accounts. Includes questions 1-6 regarding donor advised funds.

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

Form for Part II Conservation Easements, including questions 1-9 and a table for 'Held at the End of the Tax Year' with rows 2a-2d.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

Form for Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets, including questions 1a-2 and sub-questions (i) and (ii).

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** *(continued)*

- 3** Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a**  Public exhibition
  - b**  Scholarly research
  - c**  Preservation for future generations
  - d**  Loan or exchange program
  - e**  Other \_\_\_\_\_
- 4** Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5** During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  **Yes**  **No**

**Part IV Escrow and Custodial Arrangements.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a** Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  **Yes**  **No**
- b** If "Yes," explain the arrangement in Part XIII and complete the following table:
- |  | Amount    |
|--|-----------|
| <b>c</b> Beginning balance             | <b>1c</b> |
| <b>d</b> Additions during the year     | <b>1d</b> |
| <b>e</b> Distributions during the year | <b>1e</b> |
| <b>f</b> Ending balance                | <b>1f</b> |
- 2a** Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  **Yes**  **No**
- b** If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

**Part V Endowment Funds.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
<b>1a</b> Beginning of year balance					
<b>b</b> Contributions					
<b>c</b> Net investment earnings, gains, and losses					
<b>d</b> Grants or scholarships					
<b>e</b> Other expenditures for facilities and programs					
<b>f</b> Administrative expenses					
<b>g</b> End of year balance					

**2** Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a** Board designated or quasi-endowment  \_\_\_\_\_ %
- b** Permanent endowment  \_\_\_\_\_ %
- c** Term endowment  \_\_\_\_\_ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

**3a** Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

- (i)** Unrelated organizations
- (ii)** Related organizations

	Yes	No
<b>3a(i)</b>		
<b>3a(ii)</b>		
<b>3b</b>		

**b** If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?

**4** Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
<b>1a</b> Land				
<b>b</b> Buildings				
<b>c</b> Leasehold improvements				
<b>d</b> Equipment	5,835.		2,269.	3,566.
<b>e</b> Other				
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				3,566.

**Part VII Investments—Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives . . . . .		
(2) Closely held equity interests . . . . .		
(3) Other _____		
(A) _____		
(B) _____		
(C) _____		
(D) _____		
(E) _____		
(F) _____		
(G) _____		
(H) _____		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 12.) . . . . . ▶		

**Part VIII Investments—Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 13.) . . . . . ▶		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.) . . . . . ▶	

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.) . . . . . ▶	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII .

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

Table for Part XI with 5 main rows and sub-rows (a-e) for adjustments. Total revenue reported as 1,016,128.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

Table for Part XII with 5 main rows and sub-rows (a-e) for adjustments. Total expenses reported as 1,175,639.

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

Horizontal dashed lines for providing supplemental information.



**SCHEDULE J  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

Name of the organization

University District Service Fund

**Compensation Information**

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 23.

▶ Attach to Form 990.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2019**

**Open to Public Inspection**

Employer identification number

46-0468145

**Part I Questions Regarding Compensation**

**1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- |  |  |
|--|--|
| <input type="checkbox"/> First-class or charter travel             | <input type="checkbox"/> Housing allowance or residence for personal use   |
| <input type="checkbox"/> Travel for companions                     | <input type="checkbox"/> Payments for business use of personal residence   |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees     |
| <input type="checkbox"/> Discretionary spending account            | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

**b** If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain . . . . .

**2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a? . . . . .

**3** Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- |  |  |
|--|--|
| <input type="checkbox"/> Compensation committee              | <input type="checkbox"/> Written employment contract                     |
| <input type="checkbox"/> Independent compensation consultant | <input type="checkbox"/> Compensation survey or study                    |
| <input type="checkbox"/> Form 990 of other organizations     | <input type="checkbox"/> Approval by the board or compensation committee |

**4** During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- |  |           |   |
|--|-----------|---|
| <b>a</b> Receive a severance payment or change-of-control payment? . . . . .                             | <b>4a</b> | X |
| <b>b</b> Participate in, or receive payment from, a supplemental nonqualified retirement plan? . . . . . | <b>4b</b> | X |
| <b>c</b> Participate in, or receive payment from, an equity-based compensation arrangement? . . . . .    | <b>4c</b> | X |

**Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5–9.**

**5** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- |  |           |   |
|--|-----------|---|
| <b>a</b> The organization? . . . . .         | <b>5a</b> | X |
| <b>b</b> Any related organization? . . . . . | <b>5b</b> | X |

If "Yes" on line 5a or 5b, describe in Part III.

**6** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- |  |           |   |
|--|-----------|---|
| <b>a</b> The organization? . . . . .         | <b>6a</b> | X |
| <b>b</b> Any related organization? . . . . . | <b>6b</b> | X |

If "Yes" on line 6a or 6b, describe in Part III.

**7** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III . . . . .

**8** Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III . . . . .

**9** If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)? . . . . .

	Yes	No
<b>1a</b>		
<b>1b</b>		
<b>2</b>		
<b>3</b>		
<b>4a</b>		X
<b>4b</b>		X
<b>4c</b>		X
<b>5a</b>		X
<b>5b</b>		X
<b>6a</b>		X
<b>6b</b>		X
<b>7</b>		X
<b>8</b>		X
<b>9</b>		



**Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

**Note:** The sum of columns (B)(i)–(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)–(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
1	(i)	150,000.	5,000.	0.	4,672.	13,751.	173,423.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
2	(i)							
	(ii)							
3	(i)							
	(ii)							
4	(i)							
	(ii)							
5	(i)							
	(ii)							
6	(i)							
	(ii)							
7	(i)							
	(ii)							
8	(i)							
	(ii)							
9	(i)							
	(ii)							
10	(i)							
	(ii)							
11	(i)							
	(ii)							
12	(i)							
	(ii)							
13	(i)							
	(ii)							
14	(i)							
	(ii)							
15	(i)							
	(ii)							
16	(i)							
	(ii)							



**SCHEDULE O  
(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2019**

**Open to Public  
Inspection**

Name of the organization

University District Service Fund

Employer identification number

46-0468145

Pt III, Line 2: The Organization assumed the charitable activities of the Greater  
University Chamber of Commerce on 1/1/2014, and received its assets and liabilities.

There were no changes this year.

Pt VI, Line 11b: The Board reviews the 990 at a meeting prior to its submission  
to the IRS as standard operating procedure.

Pt VI, Line 15a: The Board sets compensation levels for its CEO and is an independent  
body of members from the CEO.

# IRS e-file Signature Authorization for an Exempt Organization

For calendar year 2019, or fiscal year beginning Jul 1, 2019, and ending Jun 30, 20 20

Department of the Treasury  
Internal Revenue Service

**▶ Do not send to the IRS. Keep for your records.**  
**▶ Go to [www.irs.gov/Form8879EO](http://www.irs.gov/Form8879EO) for the latest information.**

# 2019

Name of exempt organization <u>University District Service Fund</u>	Employer identification number <u>46-0468145</u>
--	---

Name and title of officer  
Mark Crawford, Interim Executive Director

### Part I Type of Return and Return Information (Whole Dollars Only)

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line **1a**, **2a**, **3a**, **4a**, or **5a**, below, and the amount on that line for the return being filed with this form was blank, then leave line **1b**, **2b**, **3b**, **4b**, or **5b**, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than one line in Part I.

<b>1a</b> Form 990 check here ▶ <input checked="" type="checkbox"/>	b <b>Total revenue</b> , if any (Form 990, Part VIII, column (A), line 12) . . . . .	<b>1b</b>	<u>1,016,128.</u>
<b>2a</b> Form 990-EZ check here ▶ <input type="checkbox"/>	b <b>Total revenue</b> , if any (Form 990-EZ, line 9) . . . . .	<b>2b</b>	
<b>3a</b> Form 1120-POL check here ▶ <input type="checkbox"/>	b <b>Total tax</b> (Form 1120-POL, line 22) . . . . .	<b>3b</b>	
<b>4a</b> Form 990-PF check here ▶ <input type="checkbox"/>	b <b>Tax based on investment income</b> (Form 990-PF, Part VI, line 5) . . . . .	<b>4b</b>	
<b>5a</b> Form 8868 check here ▶ <input type="checkbox"/>	b <b>Balance Due</b> (Form 8868, line 3c) . . . . .	<b>5b</b>	

### Part II Declaration and Signature Authorization of Officer

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2019 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

#### Officer's PIN: check one box only

I authorize \_\_\_\_\_ to enter my PIN 

--	--	--	--	--

 as my signature

ERO firm name

Enter five numbers, but do not enter all zeros

on the organization's tax year 2019 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2019 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature ▶ \_\_\_\_\_ Date ▶ 12/15/2020

### Part III Certification and Authentication

**ERO's EFIN/PIN.** Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

9	1	1	5	2	5	5	5	5	2
---	---	---	---	---	---	---	---	---	---

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2019 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶ \_\_\_\_\_ Date ▶ 12/23/2020

**ERO Must Retain This Form – See Instructions**  
**Do Not Submit This Form to the IRS Unless Requested To Do So**

## January 2021 Urban Vitality Updates

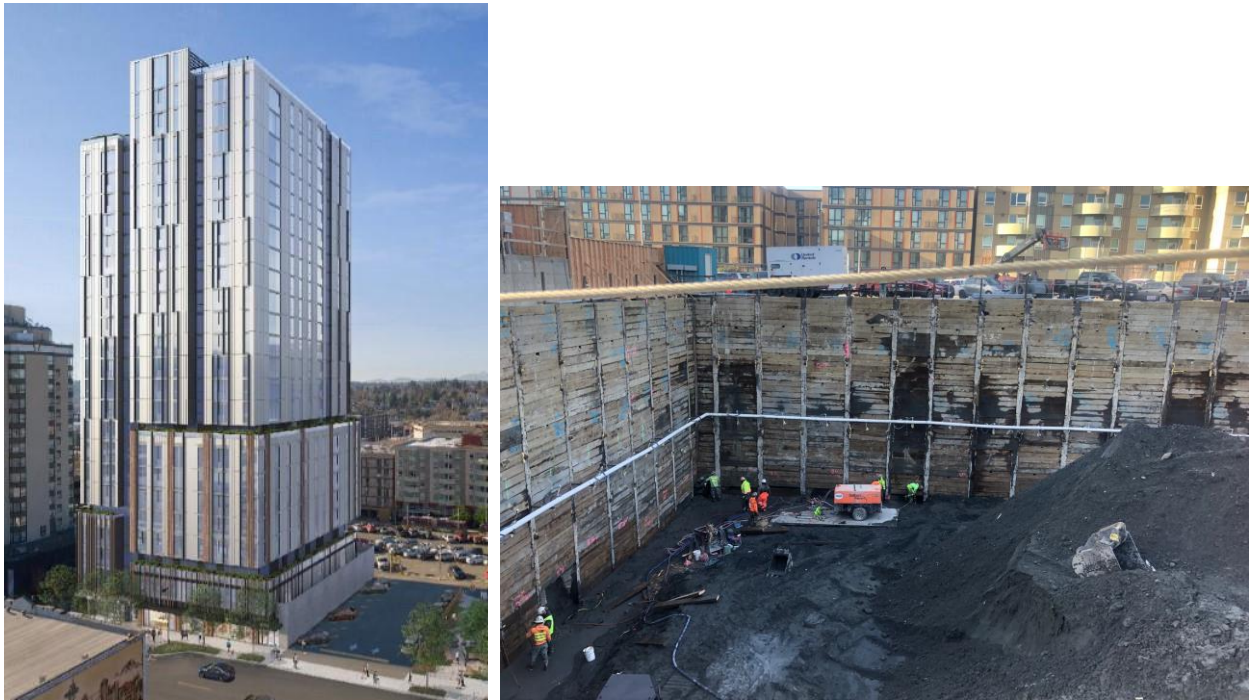
### Private Development

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#### *Construction around the District*

Construction has begun on several large private development projects in the U District. We wanted to provide some images and reminders to understand the construction you're seeing in different parts of the neighborhood:

#### **4525 Brooklyn Ave – HUB 2**



*Above Left: A rendering of what the Hub 2 building will look like when finished. Above Right: Construction work as of Thursday, January 14.*

The Hub 2 (developed by Core Properties) will be a 25-story building with 162 apartments and 40 small efficiency dwelling units with general retail spaces at the ground floor. It will also include a small pocket park on the north side of the building.

### **4220 12<sup>th</sup> Ave NE – The Standard Towers**



*Above Left: A rendering of what the Standard towers will look like when finished. Above Right: Demolition of existing housing. Work as of Thursday, January 14.*

This project is a block south of the future U District Station and is a large student housing development site. The larger west site will have two 25-story towers. The smaller east site, across the alley, will have a seven-story building with 24 units (or 90 beds) and no parking. That site also includes the 90-year-old, Canterbury Court, which the developer owns and is submitting for historic landmarking. There will also be a cross-block connector that will extend from between Canterbury Court (across the street) and the east building to the west buildings' central plaza on 12th. All that public space will total around 8,300 square feet.

### **4732 Brooklyn Ave NE – Safeway Redevelopment**



*Above Left: A rendering of what the Safeway redevelopment will look like when finished. Not pictured is a large open space on the east and south side of the building. Above Right: Construction work as of Thursday, January 14.*

The project will bring a new Safeway grocery store and approximately 180 new residential apartments to the community. Included in the proposed project will be a large, approximately 6,600 square feet covered and uncovered community park that will be open to the public and could be used and enjoyed year round.

## Mobility and Transportation

### ***Brooklyn Ave NE Protected Bike Lane***

- SDOT will be installing a protected bike lane on Brooklyn Ave NE between NE 45<sup>th</sup> and NE 47<sup>th</sup>, and west along 47<sup>th</sup> to 12th. Last month, SDOT finalized the configuration of this bike lane:
- Brooklyn Ave NE between NE 45th St and NE 47th St:
  - Northbound protected bike lane
  - Southbound sharrow for bikes
  - Parking maintained on the west side and removed on east side
- NE 47th St between Brooklyn Ave NE and 12th Ave NE:
  - Protected bike lanes on both sides of the street
  - Parking removal on both sides of the street
- Last fall, UDP supported SDOT's efforts to reach out to property owners and businesses directly impacted by the installation of this bike lane. SDOT has also sent regular project updates to a list of impacted property and business owners as the project moves forward.
- Currently, the project is out for bid to select a construction contractor. The project is scheduled to be completed by September 2021



### ***NE 43<sup>rd</sup> St Improvement Project***

- Construction on NE 43<sup>rd</sup> Street continues. Work has switched to the South side of NE 43<sup>rd</sup> St. Crews are currently working between 15<sup>th</sup> Ave NE and University Way, removing and expanding the sidewalks and repaving the street.
- Here's a recent [SDOT blog](#) on the street improvements, including urban forestry, that are part of the project!
- In the next 5-10 days (weather dependent) crews will begin work on the area between University Way and the light rail station. This will create impacts for the businesses with entrances located on the South side of the street, especially Cedars of Lebanon, Wann Yen, and

Ugly Mug. SDOT will need to remove and repave the sidewalk in front of these storefronts. UDP is working with SDOT to ensure that businesses will be appropriately compensated by SDOT for any forced closure.

- The majority of the project is scheduled to be completed by mid-February.
- Information on the NE 43<sup>rd</sup> Street Improvement Project [can be found here](#).



## Public Realm

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### *U District Mural Project*

- In September, Katy submitted a grant proposal to the Seattle Department of Neighborhoods Neighborhood Matching Fund (NMF) for a U District Mural Program. In early November, we were notified that we had received the grant funding for over \$30,000.
- In December, we finalized the grant contract with the City.
- In December, we met via Zoom with the mural program's leadership committee. The committee discussed roles and responsibilities, timeline, and next steps for the call for artists. Polly and Katy also spoke with 4Culture to get feedback on creating an inclusive and appropriate call for artists.



### ***Outdoor Seating Activation (See Economic Development for full report)***

- Urban Vitality has been working closely with Economic Development to support outreach and research around potential outdoor activation options for businesses this spring, summer, and fall. Please see the Economic Development board report for more information about our work to date.

### ***Low Income Housing Institute (LIHI) Tiny Home Village***

- LIHI has proposed a Tiny Home Village to be installed on the site in the first quarter of 2021. Funding for this initiative was passed in the City Council budget process in November.
- In December, Katy met with LIHI's Director of Advocacy and Community Engagement Josh Castle to learn more about LIHI's planned community outreach for the tiny home village. They will be holding a public meeting sometime in the first months of 2021. LIHI has invited the UDP to participate in the community meeting as we see fit. Our priority remains advocating for LIHI's engagement with the U District community on the tiny home village, as well as their prioritization of the U District's unsheltered individuals for the village.
- Urban Vitality will continue the conversation with LIHI to learn next steps in their process.

### **Urban Vitality Committee**

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- The Urban Vitality Committee will meet Tuesday, January 26.

## **Economic Development**

### **Committee Meeting**

The Economic Development Committee did not meet between December 16 and January 19.

### **Engaging our business community**

Although covid-19 restrictions continue to be in place, Daniel is dedicated to safely engaging business owners in-person to continue building trust and relationships. It is critical that the UDP continues its community presence which supports businesses throughout the U District.

### **UDistrictSeattle.com**

Daniel continues to promote [UDistrictSeattle.com](http://UDistrictSeattle.com) in collaboration with Polly and the Milli Agency marketing firm. As the pandemic continues to restrict in-person activity, UDP is putting greater emphasis on developing and promoting the website to build business awareness and sales. Since launch, our marketing efforts have successfully reached over 90,000 people (defined as how many people viewed the post or content). Looking ahead, Daniel and Polly continue to collaborate with Milli Agency to promote paid social media engagement, as well as the UW to encourage consumer traffic to the platform.

### **U District Gift Guide**

Utilizing the UDistrictSeattle.com website, the UDP developed a holiday shopping campaign in December focusing on Roosevelt and the Ave. The campaign successfully reached over 16,000 people and supported: (1) Trading Musician; (2) Scarecrow Video; (3) PAWS Cat City; (4) Gargoyles Statuary; (5) Four Corners Art & Frame; (6) Magus Books; (7) Mark Homemade Thai; and (8) Sweet Alchemy.



### **43<sup>rd</sup> St Junction**

The UDP continues to support businesses on 43<sup>rd</sup>/Ave which have been disproportionately impacted by Covid-19, construction, and vandalism. Polly and Daniel are now designing a robust strategy to promote the 43<sup>rd</sup> St Junction by developing a short video that shares the individual and personal stories of each business owner. The overarching purpose is to succinctly articulate the challenges these businesses have faced, in an effort to captivate consumers and promote more traffic and sales for the 43<sup>rd</sup> business cluster. Although this portion of the campaign is specifically designed to mitigate the current construction impacts (approximately ending in April 2021), Daniel and Polly are also discussing strategies to combine this campaign with a larger activation effort in the spring and summer months.

## Outdoor Seating

The UDP continues to engage businesses to analyze options which support outdoor seating in any appropriate areas of the U District in the Spring of 2021. Although this project is strictly within the realm of economic development (focusing on whether these concepts support businesses), Katy's hard work and support has been invaluable throughout this process.

Thus far, the UDP team has gathered specific information from key agencies (SDOT & Metro) which helped determine permit viability for all concepts and geographies. Katy and Daniel (with support from Polly) have also begun business engagement with South Ave (41<sup>st</sup>-45<sup>th</sup>) and Non-Ave businesses (Roosevelt, Brooklyn, etc). In the coming weeks, the UDP team will continue to engage business owners to listen and gauge the business communities' desires surrounding outdoor seating.

### OUTDOOR ACTIVATION CONCEPTS (SPRING-FALL 2021)

Please use the checkboxes to select the concept(s) most beneficial to your business (if any)

<p><b>CONCEPT #1</b> <input type="checkbox"/></p>  <p>A full street closure (one or multiple blocks), with no parking or vehicular access. Seating is table-service only (and provided by individual businesses). In certain areas, this would require removal of all buses from the street.</p>	<p><b>CONCEPT #2</b> <input type="checkbox"/></p>  <p>A partial street closure with some parking or loading zones and one-way vehicular traffic allowed. In certain areas, this would require removal of all buses from the street.</p>
<p><b>CONCEPT #3</b> <input type="checkbox"/></p>  <p>A partial street closure with some parking or loading zones and/or two-way vehicular traffic allowed.</p>	<p><b>CONCEPT #4</b> <input type="checkbox"/></p>  <p>Tables and chairs that may extend into sidewalk/parking spaces/public right of way. This is ideal for foodservice businesses that provide table service. Alcoholic beverages may be allowed with additional permits. Cannot be combined with other restaurants.</p>
<p><b>CONCEPT #5</b> <input type="checkbox"/></p>  <p>Small, removable tables and chairs outside of a business, along building facade, for takeout dining only (no table service). This permit is ideal for restaurants that do not provide table service.</p>	<p><b>CONCEPT #6</b> <input type="checkbox"/></p>  <p>Retail businesses can temporarily expand their operations outside into the sidewalk and/or parking curb space with point of sale allowed outside.</p>

Business Name:

Comments:

### OUTDOOR ACTIVATION CONCEPTS (SPRING-FALL 2021)

**Introduction**  
The U District Partnership is engaging YOU (business owners/operators) to learn whether a variety of outdoor activation concepts could benefit your business. We need your input to understand whether there's community consensus around implementing any of these concepts in the Spring of 2021.

**Who designed these concepts?**  
These concepts are based on the Seattle Department of Transportation's free temporary street use permits. These temporary permits allow businesses to use the curb space/sidewalks and include outdoor cafes, retail merchandise displays, and street closures to support local businesses - including retailers, bars, and restaurants. These free permits extend through October 31, 2021.

**How do these concepts support my business?**  
You may have seen restaurants, bars, and retail shops setting up tables, chairs, and displays on the sidewalks or in parking spots across the city. Outdoor seating and shopping is a safe way to welcome more customers to your business and reduce the spread of COVID-19.

**We need to hear your voice!**  
The U District Partnership represents the voice of small businesses in this community. It is critical for us to hear your voice (the voice of business owners/operators) to learn whether these concepts would truly support your business.

Engage with us in three ways:

- 1

Keep an eye out for our staff! We'll be visiting your business on: **January 20-21, between 12-5pm**
- 2

Attend an informational zoom meeting to ask questions and share feedback. **Email us for zoom info: [daniel@udistrictpartnership.org](mailto:daniel@udistrictpartnership.org)**
- 3

Turn the page and fill out our quick survey. We'll be picking up your flyer on: **January 20-21, between 12-5pm**

THE U DISTRICT PARTNERSHIP

After a brief discussion with a select number of businesses on 43<sup>rd</sup>/Ave, there seems to be growing support about continuing the 43<sup>rd</sup> St Junction campaign with covered public seating on 43<sup>rd</sup> (West of the Ave to the alley in front of the light rail station). The UDP will continue to engage these businesses to ensure all stakeholders impacted are in support. If consensus is reached among all impacted businesses, the UDP team will begin to analyze the feasibility of this project including but not limited to: (1) cost and management of additional cleaning/security; (2) marketing strategies to drive consumer interest and participation; (3) public realm activation and programming like cooking demonstrations presented by local business owners and live music; and (4) the capitalization of consumer traffic to support businesses outside of the public seating zone.

Outside of this larger report, Daniel continues to support businesses in applying to available outdoor seating permits. Most recently, Daniel provided technical support for Kai's Bistro and Boba Up for extended seating. In addition, Daniel's conversations with businesses owners has uncovered a half-block strip of outdoor seating, soon to be erected on the South Ave. Boba Up, Chicglet, Alladin's Gyros, and Big Time Brewing are all in the process of implementing various types of outdoor seating in the parking spaces in front of their businesses.



## Clean and Safe Committee January 2020 Update

### INTRODUCTION:

\*\*\*HOLD FOR UPDATE FOLLOWING CLEAN AND SAFE MEETING\*\*\*

Holiday decorations will be removed on 01/15. This was our first year doing holiday banners and wreaths which is an investment in the future as we can use them in years to come. Working with Katy, we will be looking at putting up temporary replacement banners on the light poles in the coming months.

### CLEANING UPDATE:

We were awarded a grant for \$22,000 from the City to expand cleaning efforts in the U District to help meet the demands created by COVID-19. As what can be seen in the year end report on our website, we saw unprecedented levels of graffiti and biohazards and we have done our best to keep up with them it. This money is to be spent by the end of April. From February-April we will be expanding our new general cleaning area from 5-days a week to 7-days a week. We will also be adding three, 8-hour shifts a week just dedicated to graffiti removal. We are reserving some money to be used in conjunction with David’s outreach to clean up any messes left behind by individuals.

### Cleaning Numbers from Black Mountain:

#### NORTH AND SOUTH CLEANING AREAS

REPORT TYPE	Jan.	Feb.	March	April	May	June	July	Aug*	Sept.	Oct.	Nov.	Dec.
Hours of Cleaning	284	232	284	276	280	276	284	390	272	284	276	284
Bags of Trash Removed	800	775	900	725	950	925	800	1,150	750	775	724	750
Dumpster Overflow Cleanup	120	80	135	100	90	76	180	220	150	165	122	141
Graffiti Tags Removed	175	220	300	1025	1096	1040	875	950	840	639	584	620
Biohazards Removed	200	185	250	1104	898	770	735	860	695	605	489	625
Pressure Washing Hours	4	4	4	16	78	55	4	4	4	4	4	4

\*Included the General Cleaning Area for the month of August'



## Clean and Safe Committee January 2020 Update

### GENERAL CLEANING AREAS

REPORT TYPE	Sept.	Oct.	Nov.	Dec.
Hours of Cleaning	160	156	156	156
Bags of Trash Removed	550	595	567	526
Dumpster Overflow Cleanup	125	115	93	84
Graffiti Tags Removed	616	375	357	291
Biohazards Removed	785	730	672	609

### SAFETY UPDATE:

The loss of the Community Police Team’s U District Foot Beat continues to have impacts on the neighborhood. We have had several unsanctioned encampments along University Way and other parts of the U District pop up inside doorways of businesses including several tents. Whereas before, the Foot Beat would have enforced no trespassing conditions on private property that was posted, now we do not have anyone doing that work. We have reached out to Captain Stampfl, Commander of the North Precinct, to convey to him the feedback we have been getting from businesses. We are setting up a time to meet with Captain Stampfl to do a walking tour of the District so he can understand what the businesses are struggling with.

### Ambassador Data:

REPORT TYPE	Jan	Feb.	Mar	April	May	June	July	Aug.	Sept	Oct.	Nov.	Dec.
911 Calls	6	1	5	4	5	2	9	6	2	5	0	2
Homeless Interactions	100	106	80	70	181	106	100	82	55	89	70	71
Wayfinding/ Pedestrian Interactions	25	32	32	18	79	54	28	32	33	36	56	38
Conditions of Entry/ Sit-Lie	10	7	5	0	0	7	5	7	2	0	0	3
Drug and Alcohol Activity	9	3	3	1	43	3	3	12	11	15	2	4
Business Visits	319	382	233	207	205	176	279	232	196	184	142	185
Suspicious Persons	55	84	70	24	147	45	64	60	41	63	40	50
Emphasis Patrols	45	61	53	21	63	43	52	54	47	37	81	56
Shoplift	21	24	28	42	32	20	37	48	40	42	34	28
Calls and Text for Service During Hours	31	4	58	52	70	55	41	59	52	92	46	70

**OUTREACH UPDATE:**

**David's Narrative**

Much of December was spent helping SPD and UW police with unhoused people in the U District. By working together, we helped 3 mentally ill people get into the proper services they needed. Now all three are no longer sleeping on the streets of the U District. Despite shelter access dropping 25% since the start of COVID, interest to go into a shelter has been higher this month than in previous months. With help from the City, I was able to assist 10 people get into to a shelter this month. There is a volunteer group running around the U District helping the unhoused. I decided to extend my services to this group and this group has helped get a handful of people on the Ave to either a shelter or a domestic violence safe house. I have also assisted this group with people struggling with mental illness by connecting them to a lot of resources.

Regarding the highway - Lots of the abandoned campsites have been cleaned and there are still several abandoned campsites that need to be cleaned. Until LIHI opens their harm reduction encampment, it is difficult to come up with a plan for this area as a group. Most people in this area do not want shelter and need long term case management. I took public health nurses to COVID test this area and no positive cases came back.

Ravenna - This group seems higher functioning than the other encampments in the U District and tend to listen when something needs to happen - like cleaning up. Very low interest in shelter in this area. Most people want a tiny house or housing. Most people here need case management.

University Playground - This area seems filled with high functioning people. Three tents in this park went to a shelter and I took public health nurses to perform COVID test this area and no positive cases came back.



## **Clean and Safe Committee January 2020 Update**

The Ave and 45th. The people that are starting to camp out in front of the stores seem to be the ones with the most mental illness and have taken most of my time this month. This group is the hardest to shelter. Most people in the group cannot go to a shelter or tiny house due to their illness and need supportive housing. The most I can do with this group is get them mental health case managers from the HOST team and help with behaviors of the Ave.

The U District lost a youth shelter and a 50 person adult shelter since COVID started and I think the increase of unhoused people on the Ave might be due to the lack of shelter space in all of Seattle, the loss of shelter on the Ave and the U District got a good number of people from Capitol Hill that was moved.



# Marketing and Communications

January 2021

## MARKETING AND COMMUNICATIONS

### Announcement of Don Blakeney as new Executive Director

With the appointment of Don Blakeney, Polly worked with Mark Crawford and the UDP and UDBIA Chairs (thank you Miles Richardson, Robert Lubin, and Sally Clark) to create an announcement plan, including social media and email, press releases, and notifications to community partners.

→ Received writeup with [Northwest Asian Weekly](#)

### Reflections on 2020 – Year-End Report Newsletter

On Tuesday, January 12, the first newsletter of 2021 went out with a specialized message about the work of UDP in 2020. More detail, including Clean & Safe data, was included in a longer post on the website [here](#).

### District PR Project – RFP in Review Phase

With the renewal of the BIA in 2020, funds were created to allow the UDP to engage in a strategic and long-lasting project to develop district-wide positioning, branding, and messaging program. A modest increase in the assessment was approved to carry out this project.

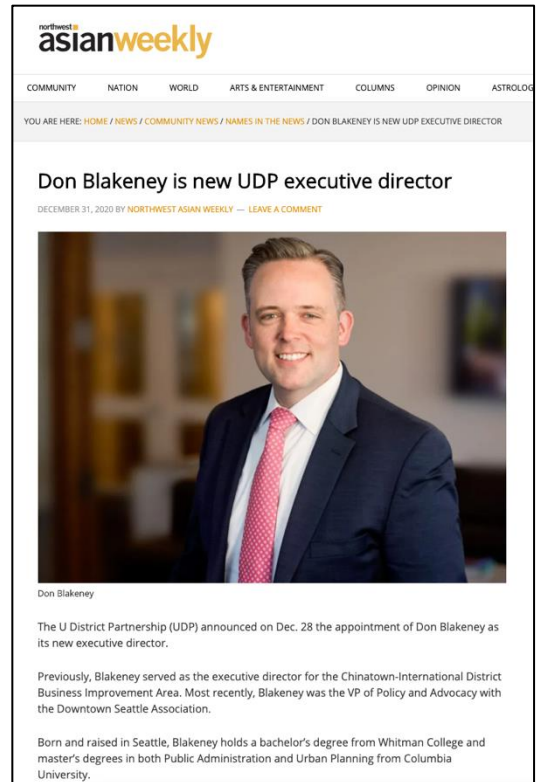
As a significant priority for the remainder of this fiscal year, we have established a preliminary timeline to see the project through to fruition with a planned launch of July 2021. We established an initial District PR Project Task Force – thank you to Dawn Perry, Andrew McMasters, and Stephen Antupit for stepping up to help in this capacity – and with Mark Crawford’s help, have crafted a draft Request for Qualifications and Preliminary Proposals.

The goal is to finalize the RFP and distribute to creative agencies before the end of January 2021.

## ECONOMIC DEVELOPMENT SUPPORT

### U District Seattle Site

With the site ready, Polly worked with Daniel to announce the launch of [UDistrictSeattle.com](#) via email and social media and continues to support in advertising conversations.



### **43<sup>rd</sup> St Junction Campaign**

Polly will be working with Daniel to produce a short video clip for social media advertising. The clip will highlight area businesses and promote the overall campaign.

As Polly becomes more integrated with the goals of each department, she is looking at ways to build out the marketing and communications plan for the next year, which will include incorporating more storytelling and emphasis on major events and opportunities in the district in 2021.