



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

RE: Western Washington University – Off-Campus Work Study Program

DATE: September 29, 2020

Attached is a contract between Whatcom County and Western Washington University for your review and signature.

- **Background and Purpose**

The Off-Campus Work Study Program at Western Washington University (WWU) allows students with demonstrated financial need to receive work experience in their projected career field. The Health Department intends to employ eligible students in the program who meet the criteria for COVID-19 related job descriptions posted by Whatcom County.

- **Funding Amount and Source**

Whatcom County will receive a 75% reimbursement of each student's total compensation; total wages are estimated at \$18.85/hour. WWU awards students \$6,000/year or \$2,000/quarter through the end of the academic year. In 2020, Whatcom County's portion (25%) will be funded by the COVID-19 Box in the Virus (BITV) grant and in 2021 by the Epidemiology and Laboratory Capacity for Infectious Disease (ELC) grant passed through the Washington State Department of Health Consolidated Contract (Whatcom County Contract #201801023). These funds are included in the 2020 budget and will be included in the 2021 budget. Council approval is required per RCW 39.34.030(2) for agreements between public agencies.

Please contact Kathleen Roy at extension #6007 if you have any questions regarding this agreement.

Encl.

