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and landlords of their rights and responsibilities under Seattle’s rental regulations. Seattle’s rental laws are complex and can be difficult to navigate. SDCI would coordinate with the Office of Immigrant and Refugee Affairs, Department of Neighborhoods, and the Office for Civil Rights to coordinate outreach efforts and develop materials that address the range of policies, regulations and services administered by the City and partner agencies and organizations. This would include focused outreach to communities with limited English proficiency and immigrant and refugee communities. In addition, this green sheet would impose the following budget proviso:

"Of the appropriation in the 2017 budget for Seattle Department of Construction’s (SDCI) Code Compliance BCL, \$50,000 is appropriated solely for SDCI to conduct outreach and prepare educational materials to better inform tenants and landlords of their rights and responsibilities under Seattle’s rental regulations with a focus on communities with limited English proficiency and immigrant and refugee communities. Furthermore, none of the money so appropriated may be spent until the Director of SDCI files a specific work plan for this funding with the City Clerk. The Director of the SDCI should also send a copy of the work plan to the Gender Equity, Safe Communities & New Americans Committee Chair."

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Budget Action Transactions

Budget Action Title: Add \$50,000 GSF in one-time funding in 2017 to support coordinated outreach to tenants and landlords

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BCL or Revenue Source	Summit Code	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$50,000 in GSF to SDCI for tenant/landlord outreach and education.				FG	Planning and Development Fund	Q5971570P&D	00100	2017		\$50,000
2	Increase revenue from the GSF to SDCI for tenant/landlord outreach and education.				SDCI	General Subfund Support	587001	15700	2017	\$50,000	
3	Appropriate funds to SDCI for tenant/landlord outreach and education.				SDCI	Code Compliance	U2400	15700	2017		\$50,000