

Human Services Dept. Weatherization Assistance Programs Outreach Records, 1980-1994

Overview of the Collection

Creator	Seattle (Wash.). Human Services Dept.
Title	Human Services Dept. Weatherization Assistance Programs Outreach Records
Dates	1980-1994 (inclusive) 1980 1994
Quantity	3.4 cubic feet, (9 boxes)
Collection Number	3627-02
Summary	Records promoting a program that assisted low-income households with weatherization services.
Repository	Seattle Municipal Archives Seattle Municipal Archives Office of the City Clerk City of Seattle PO Box 94728 98124-4728 Seattle, WA Telephone: 206-233-7807 Fax: 206-386-9025 archives@seattle.gov
Access Restrictions	Records are open to the public.
Languages	English
Sponsor	Funding for processing this record series was provided through a grant from the National Historical Publications and Records Commission.

Historical Note

An Office of Human Resources was established in 1971 in the Executive Department to develop, implement, and manage social services for low-income and disadvantaged residents of Seattle. In 1973 it was replaced by the Department of Human Resources. DHR administered family and youth services programs, senior citizen services, community service activities, the Seattle Veterans Action Center, and the Comprehensive Residential Weatherization Program. Federal, state, and local grants comprised two-thirds of the department's operating budget. Passage of the 1986 Low Income Housing Levy increased the City's funding and policy role in housing issues. In 1991, the agency name was changed to the Department of Human Services. A year later, the Department of Housing and Human Services was created, incorporating the City housing programs and Community Development Block Grant administration from the recently abolished Department of Community Development. DHHS programs included aging services, family and youth services, housing and community services, human services,

and the City's education office. In 1999, the Office of Housing was established as an independent agency and DHHS was reorganized as the Human Services Department.

Content Description

The Weatherization Assistance Program Outreach Unit was formed in 1982 to publicize the City's weatherization services, especially to low-income households. Records consist of subject files and marketing materials, including newspaper ads, promotional brochures, media packets, research, and marketing plans. Also included is material regarding the reorganization of the Outreach Unit as the weatherization program name changed to Energy Conservation Program in the newly formed Department of Housing and Human Services in 1991.

Use of the Collection

Preferred Citation

[Item and date], Seattle Weatherization Assistance Programs Outreach Records, Record Series 3627-02. Box [number], Folder [number]. Seattle Municipal Archives.

Administrative Information

Arrangement

Arranged into two subseries, Marketing Material and Subject Files.

Detailed Description of the Collection

The following section contains a detailed listing of the materials in the collection.

Marketing Material, 1980-1993

Container(s)	Description	Dates
Box/Folder		
1/1	Billboards	1985-1989
1/2	Bus Ads (Includes Photographs)	1988-1990
1/3	Bus Ads	1984-1987
1/4	Capital Park Apartments Open House (Includes Photographs)	1990

Container(s)	Description	Dates
1/5	City Conservation Program Brochure	1989
1/6	City Light Advertising	1986
1/7	City Light Advertising	1987-1989
1/8	City Light Marketing	1989-1990
1/9	City Light Marketing	1989-1990
2/1	City Light Marketing Task Force	1988
2/2	City Light Marketing Task Force	1988
2/3	City Light Marketing Task Force	1988
2/4	City Light Marketing Task Force	1987-1988
2/5	City Light Multi-Lingual Project	1985
2/6	City Light Multi-Lingual Project	1985
2/7	Contractor Yard Signs	1985
2/8	Earth Day	1990
2/9	Interviews (Radio)	1984-1985
2/10	Landlord Mailings	1981-1988
2/11	Landlord Mailings Section 8	1989
3/1	Market Memos	1982
3/2	Market Plan (Research)	1982-1983
3/3	Market Plan	1984
3/4	Market Plan	1984
3/5	Market Memos 1985	1984-1986

Container(s)	Description	Dates
3/6	Market Memos 1985	1984-1985
3/7	Market Memos 1985	1984-1985
3/8	Marketing Plan, 1985	1984-1985
4/1	Marketing Plans, 1986	1984-1986
4/2	Marketing Plans, 1987	1985-1987
4/3	Marketing Plans, 1988	1987-1988
4/4	Marketing Plans, 1989	1989
4/5	Marketing Plans, 1990	1989-1990
4/6	Marketing Plans, 1991	1991
4/7	Marketing Plans, 1992	1992
4/8	Marketing Plans, 1992	1992
4/9	Marketing Plan, 1993	1993
5/1	Marketing Samples	1988-1989
5/2	Marketing Work Group, Post-1990 Residential Weatherization Program Design	1989
5/3	Media Pak "Qupon" Mailings	1983-1984
5/4	Newsletters - Departments	1984-1987
5/5	Newsletters	1984-1987
5/6	Newspaper Advertising	1992-1993
5/7	Newspaper Advertising	1990-1991
5/8	Newspaper Advertising	1987-1990
6/1	Newspaper Advertising	1987-1989

Container(s)	Description	Dates
6/2	Press Conference (Mayor)	1984-1988
6/3	Press Conference, 20,000th Resident Weatherization	1992
6/4	Radio Advertising (Paid)	1984-1988
6/5	Radio Advertising (Paid)	1984-1988
6/6	Radio Public Service Announcements	1984-1985
6/7	Research - Census Information and Weatherization Client Profile	1980-1986
7/1	Research - Demographics And Carrier Maps	1970-1983
7/2	Research - Water Heater Program Surveys	1983
7/3	Seattle - King County Marketing Group	1987-1989
7/4	Slide Show (University of Washington Communications Students)	1988
7/5	Telephone Sales Project	1984
7/6	Television Public Services Announcements	1984-1992
7/7	Thank-You Card Project	1984-1988
7/8	Viacom / Channel 28	1983-1984
7/9	Water Department Insert	1986

Subject Files, 1984-1994

Container(s)	Description	Dates
Box/Folder		
7/10	Energy Northwest Planning Committee (Conference)	1992-1993
8/1	Housing Tour - Washington State Department of Community Development	1988-1990

Container(s)	Description	Dates
8/2	National Fuel Funds Conference, Energy Roundtable Region 6	1991
8/3	Procedures Manual - Eligibility	1989-1992
8/4	Procedures Manual - Eligibility	1989-1992
8/5	Procedures Manual - Low Income Weatherization Assistance Program	1988-1991
8/6	Procedures Manual - Low Income Weatherization Assistance Program	1988-1991
8/7	Procedures Manual - Low Income Weatherization Assistance Program	1988-1991
9/1	Request For Proposal Work Group (Impact of WMBE Ordinance Revision)	1994
9/2	Reorganization And Transition	1991
9/3	Retreat - Team Building	1984-1986
9/4	Retreat	1989

Names and Subjects

Subject Terms :

Energy conservation--Washington (State)--Seattle
 Government marketing--Washington (State)--Seattle
 Weatherization Assistance Program

Corporate Names :

Seattle City Light
 Seattle (Wash.). Dept. of Housing & Human Services
 Seattle (Wash.). Dept. of Human Resources
 Seattle (Wash.). Human Services Dept.

Geographical Names :

Seattle, (Wash.)

Finding aid prepared by Janet Ness
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