How many organizations will receive awards through the 2022 KCD-Seattle Community Partnership (SCP) Grant program?

With the funding available, we anticipate about 9-10 proposals will be selected for grant awards.

If we are a 501c3 and our own fiscal sponsor, do we need to submit that documentation in lieu of the "Fiscal Sponsor Confirmation" Letter?

No, registered 501c3s do not need to submit their IRS confirmation letter. KCD will verify applicants' non-profit status as a part of screening applications.

If we do not have 501c3 status but have a committed fiscal sponsor, can we fill out the grant on the grant portal, or does someone from the fiscal sponsor have to submit the application?

Ideally, someone from the fiscal sponsor organization would submit the application. However, you can ask your fiscal sponsor to add you to their profile in the portal so that you can fill out the application as a representative of the fiscal sponsor organization. This way you do not have to provide fiscal sponsor confirmation documentation. If you are unable to do this, you can submit the application as a non-501c3 community group, but you will need to submit fiscal sponsor confirmation documentation with your application. You may have to create a new profile for your non-501c3 community organization if it is not already in the portal. Contact Jessica Saavedra for assistance. 425-773-9065

Will the project fund community kitchens, using local produce?

Yes, meal preparation and food distribution using local, sustainably grown foods would be eligible projects.

To meet the "public access" requirement, is it okay for the project site to be publicly accessible during the day, but have gates closed at night?

Yes, projects that take place at sites that are publicly accessible during the day, but close at night or after dark (such as at a City park), would meet the "public access" requirement.

Are there any major changes from past grant cycles?

Yes, there are a few changes to the application process and program since the last application cycle in 2020:

- The program is now a one-step application. There is no longer a Letter of Intent step required to apply.
- Virtual presentations or interviews will now be extended only to projects identified by the review team as needing more clarification or questions.
- The application is shorter, and we've continued to try to streamline the application with the City of Seattle's Environmental Justice Fund.

https://kingcd.org/tools-resources/grants/seattle-community-partnership-grant-program/

Would you consider a proposal on behalf a partnership? Such as a working group of city agencies, non-profits and community groups?

Yes, a partnership or network of multiple agencies, groups, and organizations working on a project together could submit a proposal. One organization would still need to be the applicant, even if they are representing a partnership.

We have a previous KCD grant that is not complete. Can we apply for this one?

Yes, if you have a current grant from King Conservation District that hasn't been closed out yet, you can still apply for the 2022 KCD-SCP Grant program. There is a question in the application that asks if you have received a previous KCD grant and whether or not the new application is a continuation of a project into the next phase or a new project. If you are planning to continue the work previously funded with a KCD grant, click the button next to the text "Proposing a project that is continuing into next phase". You also have the option, if your new application is for a new project, not related to previous projects funded by KCD, click the button next to the text "New Project".

If program takes place on private property that our organization rents, do we still need a landowner approval letter?

Yes, we would still need Letter of Landowner Permission from the landowner you rent from specific to your project activities and site improvements. Depending on the type of project, a current lease agreement for your site may also document permission for your organization to submit with your proposal, if the activities in your proposal are specifically outlined in your lease agreement.

Please reach out to Jessica.saavedra@kingcd.org to discuss whether a Letter of Landowner Permission is needed for your project, or what other documentation you might need to submit with your proposal.

Does an established site for "direct improvement" have to be identified and permissions given by the time we apply, or could site identification be part of the project process? Could a specific project site(s) be determined later through stakeholder engagement with community?

If site(s) haven't been identified for your project's activities, stakeholder engagement to identify sites and locations for your direct improvements is an activity that could be included as a part of your workplan. This can take time, when planning your project and grant application, it's recommended to focus your grant application on one or two stages of your overall project. For example, if you plan to do outreach, engagement, site selection, and the actual natural resource improvements for your total project, consider focusing your grant application on a couple steps such as the community outreach and site selection. Breaking up your project into manageable chunks will likely set up your project for success. Another option to consider is to work on getting landowner permission and come back and apply for a grant after that critical piece of your project is complete.

Would this grant cover Personal Protective Equipment (PPE) costs, under supplies?

Yes, the grant could cover costs for purchasing PPE, and including that in the Supplies budget line item would be appropriate.

https://kingcd.org/tools-resources/grants/seattle-community-partnership-grant-program/

For funding account fees for online platforms we're using for the project (such as Zoom), where should we list that in the budget?

There is a "Software subscriptions" line item in the draft Budget Table for online platforms. But the Budget Table is flexible and editable, feel free to edit and change Budget Item Options or Categories as needed to match your project. It's important to note that the zoom account must be directly used for the project and it must be demonstrated how it is essential to your project.

Is there an insurance requirement to be eligible to apply?

No, there is not an insurance requirement in order to be eligible to apply.

If our project is on public land managed by the City of Seattle, should we request a Letter of Landowner Permission from a specific City of Seattle department?

Yes, you should reach out to a current contact for the City of Seattle department that manages the land, such as Seattle Parks & Recreation or Department of Neighborhoods. If you don't know who to contact, or which department manages the land, contact _chris.iberle@seattle.gov_ to get connected to the right person.

What specifics should be included in "Team Biographies"?

We are looking to know more about your team, who your partners and leaders are on the project, and how or to what extent they reflect the communities your project is intended to serve. Include their role(s) in the project, knowledge, experience, background, relationships, or skills in their biography. By uploading the team biographies, you can tell us more about who's involved and expand upon your answer to the question about people involved in your project.

What percentage of the total budget is allowed to go towards salaries?

There is not a limit on the amount or percentage of salaries and benefits allowed in the grant budget table.

Additional answers to frequently asked questions can be found in the _Grant Program Guidelines_. Please review them prior to submitting your application. For questions please contact _Jessica.Saavedra@kingcd.org_, call 425-773-9065, or schedule a meeting at _https://calendly.com/jessica-saavedra-kcd_