

Question and Answer

Food Access Opportunity Fund

2019 Request for Proposal

	Program Area	Question	Answer
1	RFP	What is the application review timeline and when might those contracts/funds become available?	Please see “Section III. Timeline” on page 3 of the RFP Guidelines and Application document. The applications will be reviewed between March 7 and May 15, 2019. Contracts are estimated to start on July 1, 2019.
2	RFP	Are there specific documents that need to be filled out prior to applying for the RFP?	No. See page 5 of the RFP Guidelines and Application document.
3	Food Access Opportunity Fund	As we prepare for this upcoming RFP, I am wondering if you have any documentation from previous RFPs that might be helpful in our preparation.	Any agency is welcome to visit the HSD Funding Opportunities website to view past RFPs. Applicants may also sign-up for a help session appointment with specific questions about proposed projects or the RFP application. Please see “Section V. Help Sessions” on page 3 of the RFP Guidelines and Application document.
4	RFP	Can the non-profit be outside of Seattle with a P.O. Box or physical address?	The City of Seattle Food Access Opportunity Fund RFP is intended to improve healthy food access within the City of Seattle. Proposed projects will need to take place inside city limits. An agency does not need a physical address in the city of Seattle to be eligible to apply.
5	Eligibility	<p>My Food Bank has a budget in the neighborhood of \$300,000. It is also part of the Senior Center & Food Bank which has a budget in excess of the \$750,000 eligibility cap. The Senior Center and the Food Bank have one EIN, one board, and one administrative structure but operate from separate locations serving mostly-distinct populations.</p> <p>How would the budgetary/operational distinction be considered by HSD/YFE for this RFP?</p>	Even though the organization has a service area with an operating budget of \$300,000, the service area is still part of the larger organization with an operating budget of more than \$750,000, which makes the organization ineligible to apply for this RFP. Your organization may be eligible to apply for the upcoming Food and Nutrition RFP. Please continue to check HSD’s Funding Opportunities Website for more information.

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6	Eligibility	Our Agency's budget is significantly larger than the maximum allowed for this investment, but our food program's budget is within limits (projected at \$655,000). Would we be able to apply using the program budget to meet this eligibility?	No. The eligibility requirement for this RFP is based on the organization's full operational budget and not for the service area program budget. See question 5.
7	RFP	Are there any resources I can access regarding past grants? And, where can I get the application?	Past RFPs are located on the HSD Funding Opportunities Website as a reference. You can access the Food Access Opportunity Fund application by clicking here . Applicants may also sign-up for a help session appointment with specific questions about proposed projects or the RFP application. Please see "Section V. Help Sessions" on page 3 of the RFP Guidelines and Application document.
8	RFP	I'd like to know the extent in which the funds can and can't be used.	HSD is asking applicants to describe how they will address food justice, health equity, prevention of sugary drink consumption, and increase access to healthy food for their proposed population(s). Proposals clearly need to state how and when funds will be used.
9	Eligibility	Our market is part of the City's function and the City has an operating budget of more than \$750k, but our market portion certainly does not. Will this make us ineligible?	Yes. See question 5.