



Our vision for an equitable Seattle: a city with people of diverse cultures, races, and incomes where everyone can reach their full potential regardless of race or means.

2021 Round EDI Fund Coversheet

EDI Fund Overview

The EDI fund was created to support healthy, vibrant communities and includes the investments, programs, and policies that meet the needs of marginalized populations and reduce disparities in Seattle. Projects funded by the EDI will advance six equity drivers that create **strong communities and people** and **great places with equitable access**.

Applicant Organization

Project Name

Applicant Contact Organization Mailing Address (### Street, City, State, Zip Code)

Applicant Primary Contact Name

Secondary Contact Name

Applicant Contact Phone Number

Secondary Phone Number

Applicant Contact Email Address

Secondary Email Address

Total Amount Requested

Capacity Building included?

Short Summary of Proposal

[Name of person authorized to approve application]

date

For specific questions regarding the Application process or materials, please contact:
Michael Blumson, Equitable Development Fund Strategic Advisor
at (206) 256-5974 or michael.blumson@seattle.gov

Format for proposals

1. Applications will be rated on the information requested and the Scoring System described on pages 10-12 of the RFP Guidance.
2. If you prefer to respond to the following questions in another format than this PDF, limit narrative responses to questions 1-5 to a total of 6 pages. Organizations who received EDI grants in funding rounds **prior to 2020** also need to complete questions 6-10 and limit narrative responses to all questions to a total of 10 pages.
3. Applicants may submit budgets and schedules in the format you prefer; the forms in **Attachment B** are provided as optional templates. These documents do NOT count toward the page limits noted in #2 above.

Application Submission Checklist

- Application Narrative (use this PDF or your own file, limited to six or 10 pages, depending on whether or not your organization received an EDI grant prior to 2020)
- Articles of Incorporation or fiscal sponsor letter
- If applicable:** Capacity Building Budget, Workplan, and Timeline
- If applicable:** Capital Project Development Sources and Uses Budget, and Timeline

Note that OPCD staff may request additional materials during the grant review process in order to provide a considered funding recommendation.

Application Submission Instructions

Applications are due at 11:59 p.m. on **Sunday, June 6th, 2021** and can be received:

HOW	WHERE	WHEN
By email	OPCD@seattle.gov RE: EDI fund RFP response	11:59 p.m. June 6, 2021

Questions about the RFP/Application

Questions may be submitted to EDI staff at any time up to the application deadline. Staff will respond to questions based on availability.

In addition, there will be three online workshops for to introduce potential applicants to the program and answer questions. Use the links below to join the meetings.

- April 8th – 12pm [CLICK HERE FOR MEETING LINK](#)
- April 13th – 6pm [CLICK HERE FOR MEETING LINK](#)
- May 24th – 10 am [CLICK HERE FOR MEETING LINK](#)

EQUITABLE DEVELOPMENT INITIATIVE (EDI) FUND APPLICATION NARRATIVE

Narrative Questions for ALL Applicants (1-5)

1. Briefly describe your organization and your proposed EDI Project or anti-displacement strategy, including the project geographic site, who will lead the work, partners that will be or may be involved, and the roles they will have in the project. Describes the demographics of the people you intend to serve and the driving displacement risk and/or identified opportunity gaps this community experiences. ***Please refer to the Scoring System #4 Displacement Risk and #5 Access to Opportunity for guidance on answering this question.***

EQUITABLE DEVELOPMENT INITIATIVE (EDI) FUND APPLICATION NARRATIVE

2. How does your project vision align with EDI goals? How does your proposed project address the six equity drivers? Describe how your project advances three of the Equity Drivers and identify outcomes that the project will influence. Explicitly identify the outcomes that are most relevant for their community and what the benefits of the project will be to the community. ***Please refer to the Scoring System #1 Equity Drivers for guidance on answering this question.***

EQUITABLE DEVELOPMENT INITIATIVE (EDI) FUND APPLICATION NARRATIVE

3. Describe who this project will serve and how impacted members of your community have been involved in design and development of the project to date. What community/neighborhood engagement has been conducted to identify and prioritize this project? How has this project been identified as a priority? Who has been involved? If additional community engagement is needed, please describe the plan for outreach. Include a description of your organization's governance structure and how the staff and leadership reflect the community being served by the project. ***Please refer to the Scoring System #3 Depth of Relationship for guidance on answering this question.***

EQUITABLE DEVELOPMENT INITIATIVE (EDI) FUND APPLICATION NARRATIVE

4. There are two categories of EDI Eligible Uses: Capacity Building (provide narrative response for question 4a) and Capital Project Development (provide narrative response for question4b). Applicants may apply for funds from one or both categories.

Which funding categories are you applying for?

Funding Category	Funding Cap	Amount Requested
Capacity-Building (answer 4a)	\$75,000	
Capital Project Development (answer 4b & 4c)	\$1 million	

4a. **Capacity Building** Please describe your plan for building organizational capacity to implement the project, including how capacity needs are determined and what the strategy is to be able to build capacity in line with the project. Define what capacity means for your organization, community, and project.

EQUITABLE DEVELOPMENT INITIATIVE (EDI) FUND APPLICATION NARRATIVE

4b. **Capital Project Development** Describe project schedule, phasing, and budget, including a preliminary sources and uses budget that shows how the project will be funded and how EDI funds will contribute. **Please refer to the *Scoring System #2 Reasonableness for guidance on how to respond to this question.* Note that funding for capital projects may trigger prevailing wage requirements.**

Check if acquisition funding is requested and there are currently occupants of the property, either businesses or residents. **Note that tenant relocation costs will likely apply**

4c. **OPTIONAL Zoning Pilot Question.** If your team would like to participate in the OPCD equitable zoning pilot project, please briefly indicate below the circumstances the project is encountering with receiving the land use or zoning permits. Please refer to Appendix B: Zoning Pilot for a description of the initiative.

EQUITABLE DEVELOPMENT INITIATIVE (EDI) FUND APPLICATION NARRATIVE

Supplemental Application Questions for Current EDI Grantees Applying for Capacity Building

These questions should **only** be answered by organizations that have received funding from the EDI Fund in prior years and are seeking additional capacity-building funds (this excludes organizations that have only been funded from the in the 2020 COVID response RFP round).

5. Describe what capacity gains have been achieved through the previous rounds of capacity-building and how the organization has been better able to serve the community through the capacity-building awards.

EQUITABLE DEVELOPMENT INITIATIVE (EDI) FUND APPLICATION NARRATIVE

6. Detail how you have maintained accountability with your community. Identify any areas where governance structures and/or performance diverged from what was proposed in the initial application and provide an explanation of any discrepancies.

EQUITABLE DEVELOPMENT INITIATIVE (EDI) FUND APPLICATION NARRATIVE

7. The EDI fund's ongoing support is intended to provide stability while an organization identifies more diverse funding sources. Please identify your sustainability strategy, starting with 2020 activities, to expand the sources of operations support beyond EDI capacity-building grants.

EQUITABLE DEVELOPMENT INITIATIVE (EDI) FUND APPLICATION NARRATIVE

8. Identify ways in which you have uplifted or partnered with other organizations operating in your community who have not received EDI capacity-building support. Examples could include: providing financial support to partner orgs, providing information and technical support, using administrative capacity as a backbone for shared community projects.