



*Source: Young Women Empowered*

# ENVIRONMENTAL JUSTICE FUND

## 2022 GUIDELINES



**Seattle**  
Office of Sustainability  
& Environment

# TABLE OF CONTENTS

- 01 -About the Fund  
-What We Fund
- 02 -Who Should Apply  
-How to Apply
- 03 -Grant Application Schedule  
-Key Program Dates
- 04 -Eligible Activities  
-Project Examples
- 05 -Ineligible Activities & Funding Restrictions  
-Virtual Information Session & Support
- 06 -Review Process & Evaluation Criteria
- 07 -Frequently Asked Questions

# ABOUT THE FUND

Seattle's Environmental Justice Fund is a grant opportunity to support efforts that benefit and are led by, or in partnership with, those most affected by environmental and climate inequities: Black, Indigenous, People of Color, immigrants, refugees, people with low incomes, youth, and elders. Community members and Seattle City Council worked together to create the Environmental Justice Fund which launched in 2018 to improve environmental conditions, respond to impacts of climate change, and get us closer to achieving environmental justice. In 2022, **\$750,000** in funding is available to support eligible projects and programming with a maximum award of \$75,000 and a minimum of \$25,000.

Selected members of Seattle's [Environmental Justice Committee](#) (EJC) serve on the Environmental Justice Fund's Review Team and provide funding recommendations to the City of Seattle. The EJC strives to deepen the influence of communities of color in City environmental programs to ensure that the stories, experiences, and policy priorities of Black, Indigenous and People of Color shape Seattle's environmental work. The Committee is guided by the [Equity & Environment Agenda](#), a roadmap to advance race and social justice within Seattle's environmental work.

Visit the [Equity & Environment Initiative](#) to learn about the community work that led to the creation of this fund.

## WHAT WE FUND

Across the United States, race is the most significant predictor of a person living near contaminated air, water, or soil. It is for this reason that the Environmental Justice Fund supports efforts that benefit and are led by, or in partnership with, those most affected by environmental and climate issues: people who are Black, Indigenous, People of Color, immigrants, refugees, people with low incomes, youth, and elders.

Eligible projects/programs must:

- Occur within Seattle city limits.
- Benefit people who live, learn, work, worship and play in Seattle.
- Be led by or in partnership with those most affected by environmental and climate inequities (as defined above)
- Focus on advancing climate and/or environmental justice
- \*For past grantees\* be different than previously funded project

# WHO SHOULD APPLY?

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- Organizations that have **501(c)3 nonprofit status**
- Community groups that have a **fiscal sponsor with 501(c)3 nonprofit status**
- Organizations or community groups whose work is led by or in partnership with Black, Indigenous and People of Color, immigrants, refugees, people with low incomes, youth, and/or elders and who have an understanding of their community's environmental justice issues.

If you need a fiscal sponsor but do not have one, please contact us at [ejfrfp@gmail.com](mailto:ejfrfp@gmail.com) as soon as possible and no later than August 26.

*Note: Only one application per organization is allowed, except if the organization serves as a fiscal sponsor for multiple projects.*

## HOW TO APPLY

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### **Written Proposal:**

Proposals **must be submitted online [here](#)**. A preview of the application can be found [here for reference only](#).

### **Virtual Oral Presentation:**

Applicants who submit *eligible proposals* must participate in a 30-minute oral presentation to move forward in the application process. In the oral presentations, applicants will expand on the *Community Connection & Community Benefits* of their proposal and must answer the following questions:

1. Who is the community this project or program would serve and why is this project or program important to them?
2. How will your community benefit from your project or program?
3. How do your community members inform and/or play a leadership role in your proposed project or program?

If you submit an eligible proposal, you will be contacted by Sept. 30 to schedule your oral presentation. See the grant application schedule for additional details.

# GRANT APPLICATION SCHEDULE

## 2022



**Aug. 18:** Virtual Info Session 1

**Aug. 23:** Virtual Info Session 2 - *interpretation available upon request*



**Sept. 16:** **APPLICATIONS DUE BY 4 PM**



**Sept. 30:** Notifications sent regarding virtual oral presentations\*



**Oct 10-21:** Virtual oral presentations \*



**Dec 10:** Applicants notified of funding decisions via email\*

# KEY PROGRAM DATES

## 2023



**Jan.:** Grant agreements finalized and signed



**Sept. 25:** Mid-point check-in\*

## 2024



**Jun. 30:** **Project deadline**



**Jul. 30:** Final report due\*

*\*Dates are subject to change.*

# ELIGIBLE ACTIVITIES

The Environmental Justice Fund seeks to support a variety of projects and programs that advance environmental or climate justice. The following activities are eligible for funding and proposals may incorporate more than one activity.

- Arts and storytelling
- Capacity building\* for the organization, group, and/or community
- Climate change adaptation
- Climate change resilience
- Coalition building to advance environmental or climate justice
- Community health
- Community organizing
- Cultural knowledge preservation and/or education
- Elders/seniors-focused programs and initiatives
- Environmental or climate justice education
- Environmental or climate justice engagement, and/or outreach
- Food justice
- General operating support
- Neighborhood and community planning or visioning, *including the design phase*
- Organizational strategic planning or visioning
- Skills building and development for green jobs pathways
- Youth-focused programs and initiatives

\***Capacity building** is “the process of building and strengthening the systems, structures, cultures, skills, resources, and power that organizations need to serve their communities.”<sup>1</sup>

## PROJECT EXAMPLES

#1) A trusted community-based organization seeks funds to conduct a visioning process with their community members. The process involves understanding the priorities for a community hub that can provide benefits to the community including cooling during extreme heat events, distribution of air filters, and intergenerational programming.

#2) A mosque works with their members to collect stories about the efforts their community members are leading to advance environmental and climate justice. These stories are captured on video and are assembled into a short film. The completed film is shown at a community screening and used for climate and environmental justice education.

#3) Black, Indigenous, and youth of color have asked their trusted community-based organization to develop programming that will prepare them to join the environmental workforce. The community organization works with the youth to develop and facilitate a 10-week training series that will prepare them to join apprenticeship programs. Participants provide feedback to inform the programming for future cohorts.

<sup>1</sup>“Transformational Capacity Building” Stanford Social Innovation Review. April Nishimura, Roshni Sampath, Vu Le, Anbar Mahar Sheikh, and Ananda Valenzuela. Fall 2020.

# INELIGIBLE ACTIVITIES & FUNDING RESTRICTIONS

- Scholarships
- Purchase of land or buildings
- Capital projects including construction and renovation of facilities or site improvements
- Maintenance of existing facilities and physical improvements to non-natural areas of parks or existing recreational facilities that do not have a clear environmental justice purpose. This includes things like park benches, shelters, and sidewalks.
- Projects that are not accessible by the public
- Purchase of equipment including cameras, video recording equipment, laptops, tablets, phones, cellphones, etc. *The Fund can support rental of this equipment.*
- Organization's overhead costs not related to the Environmental Justice Fund project or program
- Repeat funding for the same project previously awarded a grant
- Individuals are ineligible for funding

## VIRTUAL INFORMATION SESSION & SUPPORT

**Join a virtual information session** to learn more about the Fund, the review process, qualities of a strong proposal, and to ask questions!

### **Session 1:**

Thursday, August 18  
5:30-6:30 pm

### **Session 2:**

Tuesday, August 23  
12-1 pm

*\*Interpretation will be offered only during this session and must be requested by Aug 17 via the RSVP form.\**

**RSVP here** 

to receive the meeting link.

### **TECHNICAL ASSISTANCE:**

Questions about the application, application process, or want to discuss your project idea?

- **Sign up here**  for a 20-minute call with a member of the program team
- Email [ejfrfp@gmail.com](mailto:ejfrfp@gmail.com)
- Call (206) 386-1130

*A team member will respond within 24-48 hours.*



# REVIEW PROCESS & EVALUATION CRITERIA

All proposals will be screened for basic eligibility requirements. Eligible projects will be reviewed by the community Review Team, made up of Environmental Justice Committee and community members, based on the criteria below. The Review Team reserves the right to recommend an award amount that is different than the amount requested by the applicant based upon the strength of the proposal. The Review Team will then recommend to the Office of Sustainability & Environment a list of proposals that best align with the Environmental Justice Fund.

Funding recommendations will be approved by the City of Seattle’s Mayor’s Office. Once approved, Environmental Justice Fund staff will work with grantees to develop a grant agreement to proceed with their project/program.

<p><b>ORGANIZATION</b> (Max points 16.5)</p>	<ul style="list-style-type: none"> <li>-The applicant demonstrates ties to its community</li> <li>-The organizational leadership comes from and reflects the community(ies) served</li> <li>-Racial justice is a lived organizational value</li> </ul>
<p><b>PROJECT</b> (Max points 21)</p>	<ul style="list-style-type: none"> <li>-The applicant demonstrates a deep understanding of community issues and environmental justice</li> <li>-The proposal clearly identifies an environmental or climate justice problem or challenge, fills a community-identified need, and proposes a solution to advance environmental or climate justice</li> <li>-The goals are clear and achievable.</li> <li>-The proposed work demonstrates good planning</li> <li>-The budget aligns with the proposal. The budget expenses are clear and reasonable.</li> </ul>
<p><b>PEOPLE</b> (Max points 10.5)</p>	<ul style="list-style-type: none"> <li>-The project team (including staff, volunteers, partners) has the skills/expertise/lived experience to carry out the proposal.</li> <li>-The community served is reflected in the project team.</li> <li>-There is an adequate number of staff/volunteers/partners to carry out the work.</li> </ul>
<p><b>IMPACT</b> (Max points 6)</p>	<ul style="list-style-type: none"> <li>-The outcomes demonstrate achievable environmental or climate justice impacts for the community as a result of the proposal.</li> </ul>
<p><b>COMMUNITY CONNECTION &amp; COMMUNITY IMPACT</b> (Max points 18)</p>	<ul style="list-style-type: none"> <li>-The project or program is responsive to the priorities/needs of those most impacted by environmental or climate inequities. The idea for the project or program is seeded by or in partnership with the community it will serve/benefit.</li> <li>-The project benefits those most impacted by environmental inequities: Black, Indigenous, People of Color, immigrants, refugees, people with low incomes, youth, and elders.</li> <li>-The proposal includes clear opportunities for the intended community members to inform or play a leadership role.</li> </ul>

# FREQUENTLY ASKED QUESTIONS

## ***What qualities are you looking for in the groups that apply?***

Organizations or community groups should be able to demonstrate the following: 1) their work is led by or in partnership with those most affected by environmental and climate issues, 2) they have ties to their community and understand their community's(ies') environmental and climate justice issues, and 3) their proposed project/program is informed by their community.

## ***Are grants for general operating or for projects?***

Funds can support general operating and/or projects as long as the activities in the proposal are directly focused on environmental or climate justice outcomes.

## ***If my organization has received a grant from the Environmental Justice Fund in the past, can we submit a proposal in the 2022 grant cycle?***

Yes, but you cannot submit a proposal to fund the same project that was previously funded. Please email [ejfrfp@gmail.com](mailto:ejfrfp@gmail.com) to discuss your project idea and ensure it is eligible for funding. Being a past grantee does not guarantee funding.

## ***My office is not in Seattle, but the community my group serves is based in Seattle. Can we apply?***

Yes. If your office is located outside of Seattle, you can apply if your project/programming takes place within Seattle city limits AND benefits people who live, learn, work, worship and play in Seattle.

## ***Can a collaborative submit a proposal?***

Yes, but one group in the collaborative must serve as the lead applicant group.

## ***Do I have to participate in a virtual oral presentation?***

Yes. Applicants who submit eligible proposals must participate in a 30-minute oral presentation. The presentation will be an opportunity to expand on the written proposal by discussing the applicant's Community Connection and the proposal's Community Benefits. Presentations will be in English and interpreters will be provided, if requested. If your proposal is eligible for funding, the team will reach out by September 30 to schedule your oral presentation.

## ***Can I submit more than one proposal?***

Only one application per nonprofit organization or community group is allowed, except if the nonprofit organization is serving as a fiscal sponsor for multiple proposals.

## ***Can I act as a fiscal sponsor for another organization and submit an application on behalf of my own organization?***

Yes, you can be a fiscal sponsor for another group and submit an application on behalf of your own organization.

## ***Where can I find more information about the Equity & Environment Agenda?***

Download the Equity & Environment Agenda, which is also available in [繁體中文 \(Chinese\)](#), [Soomaali \(Somali\)](#), [Español \(Spanish\)](#) and [Tiếng Việt \(Vietnamese\)](#).

## ***If I have questions about the application, whom do I contact?***

Please email [ejfrfp@gmail.com](mailto:ejfrfp@gmail.com) or call (206) 386-1130 While we cannot help you write your proposal, we are happy to answer questions, provide feedback, and help you understand the application and the application process.