

# Question and Answer

## 2021 Asian and Pacific Islander Resiliency

### *Request for Proposal*

	<b>Question</b>	<b>Answer</b>
1	Do you have a definition of “small organization?” Is this related to budget size or some other criteria?	No. Applicants need to include their annual operating budget, number of paid staff, and number of unpaid volunteers who support their organization. The agency’s operating budget will be verified during the contracting process.
2	My agency is not located in the City of Seattle but we have an increase in the Asian and Pacific Islander population and support services/programs that embrace this growing population. Is there any criteria that would allow us to apply for this grant?	Funding is from the City of Seattle General Fund so services need to be located in the City of Seattle and serve people living in Seattle, though the agency can be located outside of the City of Seattle.
3	We are in the process of working with the local Asian community to host an online singing competition with the finalists competing in Beijing. Do you think this project would qualify for this grant?	Activities that lead to one or more of the following outcomes may be funded through this RFP: 1) People understand racism; 2) People feel safe; 3) Communities are supported; 4) Communities are unified. Examples are included in Appendix A of the RFP.
4	Our proposal is something to make the AAPI community feel safer. I’m not sure our program will address external racism in the community. Will our program qualify for this RFP?	Activities that lead to <b>one or more</b> of the following outcomes may be funded through this RFP: 1) People understand racism; 2) People feel safe; 3) Communities are supported; 4) Communities are unified. Examples are included in Appendix A of the RFP.
5	What are the criteria for a small organization?	In order to keep this process low-barrier, the Human Services Department (HSD) does not have a definition of “small organization.” Applicants need to include their annual operating budget, number of paid staff and number of unpaid volunteers who support their organization. The agency’s operating budget will be verified during the contracting process.
6	Are you looking for activities across all 4 focus areas?	No, whatever activities your organization or agency wants to address; could be 1 or all 4, specific to your community and community needs.
7	We are a large organization with 13 specific social service programs. Should we put our program budget or total agency budget in the application?	Include your total agency budget in the application.
8	If I made a mistake on my application and already submitted, am I able to edit and resubmit?	Yes, resubmit via email or the online submission and make note that your current submission is your final application.
9	Can two organizations apply together?	Yes. If awarded, the lead agency will hold the contract.

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10	If I resubmit my application do I need to resubmit it by the deadline?	Yes, you need to submit all materials by the deadline – <b>Friday, June 25 at 12:00 pm (noon).</b>
11	What does “small” mean? Do you have a sense of what types of group may apply so we can decide if we are small or not?	See Q#1 and Q#5
12	Is there a minimum award?	No.
13	Will a proposal for a project designed to serve a fairly wide population be less competitive than a project designed to serve a more specific population?	Raters will rate applications based on the rating criteria. Propose activities that make sense for the community you intend to reach.
14	How many awardees will there be?	Number of awardees depend on the number of applications and amounts of funding requests.
15	Can this funding support general operating including hiring a project coordinator to coordinate the project?	Yes, include how funds will be used in the proposed budget section of your application.
16	Who is generally invited as part of the rating panel?	Raters are community members, staff from non-profit organizations and the public sector. They are community oriented, have experience working with, or are part of, the community.
17	As applications are reviewed, is that when you determine whether an organization is not accepted due to the size of the budget or organization?	The intent is to fund small Community Based Organization’s but size is not an exclusionary criteria.
18	Is there opportunity for coordination or just knowing the other organizations so the general community knows what kinds of programs are going to be funded? It would be nice to see some coordination of available supports for the community.	There may be opportunity for coordination with other awardees.
19	Are you considering people to serve on the panel of volunteers or if an agency is not involved in the RFP?	The review panel may consist of staff from agencies from Community Based Organizations that may not apply. We have our review panel but will take recommendations of potential alternates.

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20	Do you only approve small organizations for the RFP? What is the budget required for a small organization? How about for medium and large organizations? Are they allowed to apply? What is the required budget as an organization in order to qualify to apply for this RFP?	The intent is to fund small organizations but there is no requirement or definition of a small organization. Any organization or organization that has a fiscal sponsor that meets the minimum eligibility requirements is able to apply. See Q#1, Q#5 and Q#11.
21	Has there been sufficient response to the call for proposals? We would like to increase participation from the Asian and Pacific Islander communities but our organization is not led by people from these communities. It would be too much of a stretch for us to apply unless you have been getting an inadequate response to the RFP.	The application is based on many factors. Apply for the RFP if it makes sense for your organization. We are unable to comment on the response thus far.
22	The RFP is limited to 2 pages but answering questions about what we do, who we are, our annual budget, seems like it would necessitate more than 2 pages. Can I use links to respond to these questions more fully?	No, responses are limited to 2 pages. Raters will not access information beyond what is contained in your application packet.