

Question and Answer

2023 Family Support RFP

Updated: 5/19/23

Version 7

LAST DAY TO SUBMIT QUESTIONS IS MAY 17

	Program Area	Question	Answer
1.	Definitions of terms	Can you share how you're defining cultural teachers and practitioners in the RFP?	There isn't a formal or rigid definition for this RFP. We want applicants to define this, based on how the community or communities they serve define cultural teacher or practitioner. It's not limited to individuals with teaching credentials from an institution.
2.	Resources	Are the slides you presented during the Information Session available online?	Yes, the PowerPoint for the Information Session can be found on the HSD Funding Opportunities webpage for the Family Support RFP.
3.	# served	Is there a target number of families that applicants should aim to reach with their proposed services?	We do not have a target minimum you have to reach for. Think about building the best quality program.
4.	Resources	Is there a recording for the Information Session?	Yes, the recording for the Information Session can be found on the HSD Funding Opportunities webpage for the Family Support RFP.
5.	Eligibility	My organization is registered as a sole proprietor in Washington State. I moved to Seattle last year so I'm currently planning to register for Seattle Business License to apply for the funding. However, I noticed that the organization must be incorporated as a private non-profit corporation. I was wondering if there's any way I could apply for this funding and get some help to run my business. If I'm not qualified to apply for this funding, would you please suggest any other funding programs that I could apply for?	Sole proprietorships are eligible to apply for this funding. Please see the HSD Minimum Eligibility Requirements for information on eligibility. You should also review the HSD-Contracting-Requirements.pdf (seattle.gov) on the HSD Funding Opportunities webpage. If needed please also contact Communities Rise for applicant technical assistance at: https://communities-rise.org/nonprofit-cbo-services/seattle-hsd-yfe-family-support-rfp-ta-2023/ or by email at cbclinics@communities-rise.org .

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6.	Eligibility	Are immigrant and refugee families eligible to receive services?	Yes. Immigrant and refugee families are eligible to receive services funded by this RFP.
7	Budget	I am wondering if we can use our approved federal indirect rate or is there another specified rate to use.	You may use your approved federal indirect rate.
8	Eligibility	My organization has served the community in Seattle since 2015 but is registered with a Tacoma address recently due to register agent office location. Would my organization be allowed to apply if its registered address is not Seattle? We can move the registered address if need be.	To be eligible to apply, your organization must: <ul style="list-style-type: none"> • serve families who live, work or attend Seattle Public Schools or colleges and universities in Seattle. • Services must be offered year-round within the city of Seattle limits. • meet the minimum eligibility requirements. • Your organization's office does not need to be in Seattle.
9	Focus Population	I was reviewing the Theory of Change and didn't see the Latino population as a Focus Population. Any reason for that?	Focus Populations are identified as specific racial or ethnic groups within the Priority Population who show the highest disparities in the investment area, according to data. Given the data provided (included in the Theory of Change), the two groups showing the highest disparities are American Indian/Alaskan Native families and Black/African American families. Proposals to serve other populations will be considered.
10	Budget	What is HSD's limit for indirect costs that can be included in the budget as part of a funding request?	HSD does not have a limit (% or dollar amount) for indirect costs. If you have a federally approved

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			<p>indirect rate please use that in your funding request.</p> <p>Indirect Facilities and Administration (F & A) costs are defined as those costs referred to as overhead costs, or administrative costs. These are actual costs incurred to conduct the normal business activities of an organization and are not readily identified with or directly charged to a program, making it difficult to precisely assess each user's share.</p> <p>Those indirect F&A expenses include:</p> <ul style="list-style-type: none">• General Administration• Departmental Administration• Operation and Maintenance• Building and Equipment Depreciation
11	Supporting Documents	<p>The application requests documentation from subcontractors that a potential awardee may work with. Can you clarify whether documentation will be required for working with contractors such as a videographer that an organization might work with? I imagine you will only need documentation for subcontractors that will be essential to the regular operation of programming, rather than for something like a videographer, or similar.</p>	<p>A significant partner or subcontractor is one who provides services, space or materials without which you would not be able to offer the services described in your application.</p> <p>If you intend to hire a specific videographer or other subcontractor who will be integral to the success of your programming, and without whom you would not be able to offer the services described in your application, you should include a letter from that contractor indicating what services they will perform if your application is funded. You will also</p>

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			<p>need to explain their roles and responsibilities in your application response.</p> <p>If you do not have a specific videographer in mind to hire, or if the videographer is not integral the programming, then just explain their roles and responsibilities in your application response.</p>
12	Strategy	It looks like a lot of the system navigation support we were doing with families is not funded through this RFP. Is there a strategy change or will there be a different RFP released in the future specific to system navigation support?	<p>Supporting Family Connection to Culture and Community is the only strategy that will be funded through the Family Support RFP.</p> <p>There will not be a separate funding process for systems navigation for families.</p>
13	Definitions	What is included in the term “cultural teachers/practitioners”?	See Question #1.
14	Strategy	Is the other funding process coming out intended to fund lots of agencies or just one or two?	Details about future funding processes will be available on the HSD Funding Opportunity webpage .
15	Strategy	Will there be a RFQ that will provide funding for systems navigation work?	See Question #12.