



*Below are questions and answers from the Food Equity Fund Capacity Building Grant info sessions, this document will be updated after each session. Questions are anonymized and slightly edited for clarity. If you have any questions about the Food Equity Fund Capacity Building Grant, please send an email to [foodequityfund@seattle.gov](mailto:foodequityfund@seattle.gov) or call us at (206) 727-FOOD (3663).*

**Last updated: 7/24/23**

**Is it ok if my current fiscal sponsor is a current Food Equity Fund grantee?**

Yes, a 501(c)3 organization can serve as a fiscal sponsor for multiple projects.

**Can we collaborate with another non-profit for the grant?**

Yes, you can collaborate with another non-profit. However, 100% of the grant should not go towards the other non-profit. We don't support pass through funding.

**We are looking for funding for a food-related gathering in January 2024, is this eligible?**

Yes, please include all the planning activities leading up to the event and outline them in detail in the [Project Timeline](#) template.

**Can the grant be used to purchase another van for food distribution?**

No, purchase of a vehicle is an ineligible expense for this grant however the grant can fund all the other related activities for the food distribution. For example, for the staff, food bags, outreach materials, etc.

**Can the grant be used for activities related to food education?**

Yes.

**Does the Capacity Building Grant only fund capacity-building activities?**

No, the Capacity Building Grant is open to activities that advance an equitable and sustainable local food system that is led by those who experience the most health inequities. Please see page 5 of the [Guidelines](#) for additional details.

**If approved, what is the earliest projects can begin?**

Applicants will receive a notice of decision within 3 weeks after their scheduled virtual interview. If approved, the awardee will meet with their assigned project manager to negotiate the terms of their contract, which typically takes up to 4 weeks. It's difficult to predict when the earliest virtual interview appointment slot will be available, therefore it's good measure to estimate at least 10 weeks between application submission and contract completion.

**Have any projects been funded already?**

No, we have one pending applicant for \$20,000 as of June 20, 2023 that is currently under review.

**Will the review team be different from the General Grant committee?**

Yes, in order to remain nimble and retain a rolling basis timeline, the Capacity Building Grant will be reviewed and approved by Food Equity Fund staff. However, if you reach out for technical assistance and are assigned a project manager, that same project manager will not be reviewing or approving your application.

**If our group doesn't get approved through the General Grant process, do we need to wait to get official feedback session to submit to the Capacity Building Grant.**

A: No, you do not need to wait for official feedback from your General Grant before applying to the Capacity Building Grant as the grant is designed slightly different. Please see page 8 of the [Guidelines](#) for additional details.

**Do you need a business license if you are a community group with 501c3 status?**

No, but your fiscal sponsor will need a City of Seattle's business license and commercial liability insurance.

**Can General Liability insurance costs be included in the application budget?**

Yes, please include it in the 'Professional Services' section of your Grant Request Budget (page 2 of the [Attachments](#)).

**What is the turnaround time from applying for this grant and hearing back about a decision?**

Final decisions will be sent within 3 weeks after an applicant's scheduled virtual interview, if for whatever reason this timeline cannot be met, Food Equity Fund staff will notify the applicant as soon as possible.

**Will the website be updated with how much funding is available?**

No, creating a tracker on our website won't be an accurate account of how much funding is available. However, applicants can send an email to [foodequityfund@seattle.gov](mailto:foodequityfund@seattle.gov) at any time to ask how much funding is available.

**If we apply for the Capacity Building Grant and are awarded, will we be eligible for the next round of Food Equity Fund General Grant (expected to open in early 2024)?**

It depends on when your contract ends on the Capacity Building Grant, if awarded. Organizations are not allowed to hold simultaneously open contracts within the Food Equity Fund.

**If I have an active [General Grant](#) application, can I apply to the Food Equity Fund Capacity Building Grant?**

We encourage you to wait to hear back from the General Grant application process (*decisions are expected to be shared by mid-June 2023*) before applying to a Capacity Building Grant. Organizations are not allowed to hold simultaneously open contracts within the Food Equity Fund.