

Join the Environmental Justice Committee!

ABOUT THE ENVIRONMENTAL JUSTICE FUND

The [Environmental Justice Fund](#) (EJ Fund) is a program of Seattle's Office of Sustainability & Environment (OSE). The purpose of the EJ Fund is to invest in community-led efforts that contribute to environmental and climate justice for communities who have been disproportionately impacted by environmental issues and climate change.

The EJ Fund was developed in response to deep community engagement which highlighted the need for the City to invest in community work led by those most impacted by environmental and climate inequities: Black, Indigenous, People of Color (BIPOC), sovereign tribal nations, immigrants, refugees, people with low incomes, individuals for whom English may be a second language, youth, and elders.

ABOUT THE ENVIRONMENTAL JUSTICE COMMITTEE

Funding recommendations for the EJ Fund are developed by the Environmental Justice Committee (EJC), individuals with deep community roots working closely with communities to advance environmental and climate justice. **OSE seeks to partner with 4 community members to serve on the EJC through December 2028.** Members will inform the EJ Fund grantmaking strategy and make funding recommendations for the 2026 and 2028 EJ Fund application cycles.

To be effective in their role, EJC members will understand how to advance racial equity, environmental justice, and climate justice for priority communities, as well as have an interest in or knowledge of equitable grantmaking.

TIMELINE AND EXPECTATIONS

The 2026 EJ Fund Cycle will be broken up into two phases: Phase one, the Seeding phase and Phase two, the Nurturing phase. The decision-making process for these phases will occur independently from one another on two separate timelines. The application review and decision-making process will take place in early 2027 for Phase two, the Nurturing Phase. Orientation sessions and final decision-making meetings will be held in person while all other meetings will be virtual.

Phase One: Seeding Phase*

EJC Member Orientation: July 11, 2026

Application Review: July 17 to August 7, 2026

Subcommittee Meetings: August 12 and 13, 2026

Final Decision Meetings: August 28 and 29, 2026

**These dates are confirmed and members are expected to attend these meetings.*

Phase Two: Nurturing Phase**

Application Review: Late January and early February 2027

Subcommittee Meetings: Early March 2027

Final Decision Meetings: Mid-March 2027

***These are estimated timeframes and will be updated later in 2026 based on members' availability.*

ROLES AND RESPONSIBILITIES

EJC members will be expected to thoroughly review grant applications using specific criteria and express their evaluation. Each member can **expect to commit 75 to 99 hours of time** to EJC work for the 2026 RFP cycle and will **receive a stipend up to \$4,950 for full completion** of their responsibilities.

For each EJ Fund cycle, EJC members must be able to:

- Set aside approximately 40-50 hours of time to read, review, and score grant applications. Applications will be reviewed and scored in two separate phases which will take place in Summer 2026 and Winter 2027, respectively. Please expect 6 weeks for review and scoring for each application phase. The range of time will depend on the number of applications received.
- Attend approximately 25-28 hours of meetings including orientation, lunch and learns, decision-making, and feedback meetings.
- Understand and keep in mind the grant expectations and funding priorities.
- Bridge differences between conflicting ideas by engaging in open group discussions.
- Work collaboratively and respectfully with other EJC members to arrive at funding recommendations.
- Maintain confidentiality throughout the entire grant review process.
- Provide written and verbal comments based on professional or community-based knowledge, not based on one's personal opinions.
- Set aside up to 20 hours to participate in programming including, but not limited to, relationship building, evaluation efforts, and feedback sessions to inform the grantmaking strategy.
- Have access to a computer with reliable internet.

CONFLICT OF INTEREST AND CONFIDENTIALITY

It is not uncommon for a community reviewer to have a conflict of interest with one or more grant applicant(s). Should any member of the review panel have any direct or indirect interest in, or relationship to, any individual or organization which has submitted a grant proposal, the reviewer should provide written notice of the interest or relationship. Depending upon the nature of the conflict of interest, the reviewer may be required to refrain from evaluating that proposal. Reviewers shall keep applications confidential and may not discuss the applications under review with others outside the review committee or OSE staff any time before, during, or after the review process.

Community reviewers must agree to follow the City of Seattle's [Code of Ethics](#).

If you are interested in joining the EJC, please complete [this interest form](#) **by no later than 11:59pm on Friday, May 8**. *Interest Forms will be reviewed on a rolling basis.*

Email equityenviro@seattle.gov with questions or to learn more.