



# 2021 Strategic Investment Fund RFP Application

## Project Summary

Please answer all of the questions below.

### CONTACT SECTION

a. Organization name

b. Project name

#### Organization primary contact for this application

c. Name

d. Phone number

e. Email address

f. Preferred method of decision notification:    phone or    email

### BASIC INFORMATION

g. The SIF has \$30M total funding available with a maximum of \$5 million per proposal.    \$  
**How much are you applying for?**

h. This application is for: (Please check one)

specific site(s) that I own that I would offer at a discounted price to be matched with a project applying for SIF funding.

specific site(s) that we have identified for acquisition to develop or preserve a specific community vision. We have not conducted any predevelopment or feasibility analysis, but we have identified technical experts who can help us. We **(check one) do / do not** already have an existing relationship with the property owner and they **(check one) do / do not** know already of our goals and the property (check one) **is / is not** for sale.

a specific site, a defined project, and our organization has conducted some predevelopment and feasibility analysis. We **(check one) do / do not** already have an existing relationship with the property owner and they **(check one) do / do not** know already of our goals and the property (check one) **is / is not** for sale.

Our community has a specific project vision; we are seeking to be matched with a discounted site that could meet this need.

### For More Information

For questions or to receive this document in an alternate language or format, contact [giulia.pasciuto@seattle.gov](mailto:giulia.pasciuto@seattle.gov) / (206) 386-1598.



**Seattle**  
Office of Planning &  
Community Development

**i. Address and neighborhood where the site is located (or the priority area if your community has not identified a specific site).** Please describe how you meet the geographic criteria for this funding.

**j. Who will your project serve?**

(If you are a property owner or developer not connected to residents, businesses, or community institutions facing displacement, but are rather applying to offer your site at a discounted price, question is optional)

**k. Please summarize your project in one paragraph, including any minimum site requirements if you have yet to identify a property.**

**l. Full name of person authorized to approve application, and signature:**

X \_\_\_\_\_

## Format for Proposals

- a. Applications will be rated on the information requested and the Scoring System described on pages 5-6 of the RFP Guidance.
- b. All applicants must submit a written cover page, but applicants may choose to submit a brief video (up to 10 minutes) describing how the project speaks to the application questions and three priority areas: (1) Builds assets, wealth, and community; (2) Prioritizes projects that provide affordable housing and/or other community benefits; and (3) Amplifies resources. Written applications should not exceed 5 pages. Either written or video response is fine; both are not necessary. **Applications are due by 11:59 PM, July 14, 2021.**
- c. Applicants may submit budgets and schedules in the format you prefer; the forms below are provided as optional templates. These documents do NOT count toward the page limits noted in #2 above.

## APPLICATION SUBMISSION CHECKLIST

Application Narrative (use this PDF or your own file, limited to 6 pages)

Articles of Incorporation or fiscal sponsor letter

If applicable: Capital Project Development Sources and Uses Budget, and Timeline

**Note:** OPCD staff may request additional materials during the grant review process in order to provide a considered funding recommendation.

## Application Submission Instructions

HOW	WHEN
Send by email: <a href="mailto:OPCD@seattle.gov">OPCD@seattle.gov</a> RE: SIF RFP response	11:59 pm July 14, 2021

## Questions about the RFP/ Application

Questions may be submitted to staff at any time up to the application deadline. Staff will respond to questions based on availability. In addition, there will be three online workshops to introduce potential applicants to the program and answer questions. **Click a link below to register for the meetings:**

**June 9**  
**12 - 1 pm**

**June 15**  
**6 - 7 pm**

**June 29**  
**4 - 6 pm**

## BUDGET

Please share below the total budget of sources and costs for this project. Feel free to use the template below or attach a separate sheet, whichever is easier.

Funding Source	Secured	Potential
Requested in this application	\$	\$
Other funder	\$	\$
Other funder etc.	\$	\$
Capital campaign	\$	\$
Total	\$	\$

Costs*	
Acquisition: Site cost	\$
Acquisition: Closing and due diligence	\$
Predevelopment (feasibility, design, etc.)*	\$
Construction (building)*	\$
Tenant Improvements*	\$
Other costs – please describe*	\$
Total	\$

\*Rough estimates for costs after acquisition are acceptable if known.

## Application

Please answer **all relevant bolded questions below**. You can skip questions that do not apply or that you don't know the answer to (for example, if you are only offering a site to be matched with community needs). In most cases, **2-4 sentences** is enough. See the scoring criteria starting on Page 2 for details on how applications will be scored on each of the below criteria.

### Prioritize projects that build assets, wealth, and community.

- a) **Is this project located in a high displacement risk / low access to opportunity area?** ( Yes/ No)  
**Note:** the answer to this question must be Yes to qualify for funding.

- b) **How does this project address historical disinvestment in neighborhoods and/or communities?**

- c) **How does this project reflect the values described in this RFP?** Build community wealth, center communities most impacted by displacement, reflect broad-based community development, acknowledge historic injustices and practice systems change, be accountable, value non-financial assets, build flexibility and interdependence, and always learn.

- d) **If this project provides access to opportunity or an anchor for existing and displaced communities, including BIPOC, QTBIPOC, and low-income tenants, please describe.**

- e) **Who will own this project once completed?** How does that ownership structure advance public or community wealth-building? Will this project secure ownership opportunities for existing businesses or residential tenants?

f) **Are you acquiring the property from a private owner who would otherwise sell on the market?**

g) **Does this property have existing tenants on-site who need to be relocated?** If so, please describe the plan for working with them on the project or on relocation. The City's relocation policy will apply.

h) **Please describe the community engagement you have done to build collective consensus around your project with the broader BIPOC (Black, Indigenous, and People of Color) community.** If you've experienced or anticipate possible concerns, for example with conflicting community priorities around the programming, design, or other aspects of your project, please describe your plan for building consensus, for example through facilitated engagement, community benefit agreements, healing circles, or other practices.

**Prioritize projects that provide community benefits such as affordable housing, childcare, affordable commercial space, public open space, cultural space, etc.**

a) *Note that the answer to this question must be Yes to qualify for funding.* **Does this project provide the potential for affordable or mixed-income apartments or homes and/or additional community-determined benefits that might include small business spaces, childcare or cultural facilities, green infrastructure and open space, enhanced walkability, and/or food access? ( Yes/ No)**

b) **Will the proposed project include affordable housing?** If so, provide a project description including housing tenure and typology, targeted populations/AMIs, and ownership structure.

- c) **Please describe the non-residential community benefits of the project.**
- d) **Have you identified predevelopment expenses in the next 12 months that you haven't yet secured funding for?** If so, what are the projected expenses and estimated cost?
- e) **Will this project create job training opportunities in project design, project construction, and/or in the final spaces built?** If so, describe.
- f) **Does the entity applying have experience with owning or developing properties?**  
If yes, describe. If no, describe the skills on your team and/or partnerships you plan to develop to ensure the success of this project.
- g) **Describe the development and funding timeline** including capital funding strategy, development partners, planned construction, rehabilitation, and/or other improvements.
- h) **Describe any urgency that applies to securing acquisition funds for your project** (for example, project listed on market with other interested buyers, or purchase & sale deadlines).  
**Is there a Purchase and Sale Agreement?**





## Prioritize projects that amplify resources.

a) *Note that the answer to this question must be Yes to qualify for funding. Is this project located near existing or future transportation, parks, or other public investment? (Yes/No) Please describe.*

b) **What is the purchase price of this property?**

c) **What is the appraised value?** (Attach appraisal or use the [King County Assessor appraised value](#) if you don't have a market appraisal.)

d) **Does the property have any current cash flow?** Are there tenants currently paying rent?

e) **What would be consequences of receiving only part of the total funding you requested?**

Clarify any make-or-break "minimum" amounts, accounting for all other creative funding strategies you've pursued.

f) **What efforts have you already taken to reduce costs?**

**What other options have you considered to reduce the ask of this fund?**

g) **What other funders have you shared your project vision with?**

a. public funders

b. social impact investors

c. community investment trusts

d. mutual aid, philanthropy

e. other funders, and landowners, please describe