



Our vision for an equitable Seattle: a city with people of diverse cultures, races, and incomes where everyone can reach their full potential regardless of race or means.

2023 Round EDI Fund

EDI Fund Overview

The EDI fund was created to support healthy, vibrant communities and includes the investments, programs, and policies that meet the needs of marginalized populations and reduce disparities in Seattle. Projects funded by the EDI will advance six equity drivers that create **strong communities and people** and **great places with equitable access**.

Application Process

1. Prepare your application narrative: The following information is being provided for applicants to preview and prepare responses.
2. Prepare any additional application materials to be included with your submission.
3. Submit your application through our upcoming online application portal.

Submission Instructions

HOW	WHERE	WHEN
Submit your prepared materials through our online application portal	The Equitable Development Initiative website will be updated with the link to the application portal.	Applications are due by 11:59 p.m. July 23, 2023

Please note: This is NOT the application. Applications will ONLY be accepted through the online application portal.

Be prepared to respond to the following:

Section 1: Application Questions

Provide a brief description of your organization and your proposed EDI Project or anti-displacement strategy, including the name of your organization, project geographic site, who will lead the work, partners that will be or may be involved, and the roles they will have in the project. Please identify the demographics intended to be served and what is driving the displacement risk and/or identified opportunity gaps. **Please refer to the Displacement Risk and Access to Opportunity scoring sections for guidance on answering this question.**

What is the vision for the EDI Project? How does the proposed project address the six equity drivers? See guidelines for definition of the Equity Drivers. Please describe how the project will advance **three** of the Equity Drivers and identify outcomes that the project will aim to influence. Project proposals should explicitly identify those outcomes that are most relevant for their community and what the benefits of the project will be to the community. **Please**

refer to the Equity Drivers scoring section for guidance on answering this question.

Describe who this project will serve and how impacted members of your community have been involved in design and development of the project to date. What community/neighborhood engagement has been conducted to identify and prioritize this project? How has this project been identified as a priority? Who has been involved? If additional community engagement is needed, please describe the plan for outreach. Include a description of your organization’s governance structure and how the staff and leadership reflect the community being served by the project. **Please refer to the Depth of Relationship scoring section for guidance on answering this question.**

There are two categories of EDI funds available. Applicants may apply for funds from one or both categories.

Category 1 – Capacity Building Up to \$75,000	Category 2 – Capital Up to \$2,000,000 maximum
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Please describe your plan for building organizational capacity to implement the project, including how capacity needs are determined and what the strategy is to be able to build capacity in line with the project. Define what capacity means for your organization, community, and project.

Requests for capital funding should provide a preliminary Sources and Uses budget that shows how the project will be funded and how EDI funds will contribute, as well as a project schedule. Applicants may submit budgets and schedules in the format they prefer the Forms in **Attachment B** are provided as optional templates. Consider adding narrative around the project schedule and phasing if needed. **Please refer to the Reasonableness scoring section for guidance on how to respond to this question.**

Respond to this question only if relevant to your project. **Note that funding for capital projects may trigger prevailing wage requirements.**

Section 2: Supplemental Application Questions

These questions should **only** be answered by organizations that have received funding from the EDI Fund in prior years (except organizations that have only been funded from the 2020 COVID response RFP round). **Consult your project manager if you are unsure.**

Describe what capacity gains have been achieved through the previous rounds of capacity-building and how the organization has been better able to serve the community through the capacity-building awards.

Detail how you have maintained accountability with your community. Identify any areas where governance structures and/or performance diverged from what was proposed in the

initial application and provide an explanation of any discrepancies.

The EDI fund's ongoing support is intended to provide stability while an organization identifies more diverse funding sources. Please identify your sustainability strategy, starting with 2022 activities, to expand the sources of operations support beyond EDI capacity-building grants.

Identify ways in which you have uplifted or partnered with other organizations operating in your community who have not received EDI capacity-building support. Examples could include: providing financial support to partner orgs, providing information and technical support, using administrative capacity as a backbone for shared community projects.

Be prepared to provide the following documents:

- Articles of Incorporation or fiscal sponsor letter
- RFP Narrative
- **If applicable:** Capacity Building Budget, Workplan, and Timeline
- **If applicable:** Development Sources and Uses Budget, and Timeline
- **Budget:** Attachment A contains optional budget template. Applicants may submit alternative formats if they are more appropriate for the project.

For specific questions regarding the Application process or materials,
please contact:

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