

**The Environmental Justice Fund Proposal Application 2022**

A program of the City of Seattle. Administered by The Bullitt Foundation.

**APPLICATION PREVIEW – FOR REFERENCE ONLY**

***This document is for reference only. For your proposal to be considered, you must submit it*** [***here***](https://seattle.surveymonkey.com/r/2022EJFundApplication)***.***

**GENERAL INFORMATION**

#1. Organization/group name:

Address:

City, state, zip code:

Website:

#2. Contact information for your organization’s/group’s leader:

Name:

Title:

Email:

Phone number:

#3. Contact information for the project leader *if different from the organization/group leader*

Name:

Title:

Email:

Phone number:

#4. Is your organization an IRS 501(c)3 nonprofit organization?

YES NO

***Depending on this answer, you will see one of the following questions:***

|  |  |
| --- | --- |
| **If yes:**  #5. Your organization's tax identification number | **If no**:  #5. Do you have a fiscal sponsor?  YES  NO  #6. Please provide contact information for your fiscal sponsor.   * If yes, name of fiscal sponsor: * Tax identification number for fiscal sponsor: * Fiscal sponsor contact person: * Fiscal sponsor phone number: * Fiscal sponsor email address: * Fiscal sponsor mailing address:   #7. Attachment: Upload your fiscal sponsor agreement or a letter from a fiscal sponsor provider expressing intent to provide fiscal sponsorship to your group. |

***Please note the following question numbers may not align with the online application because they will depend on your answers to some of the yes or no questions.***

#6/#8. Does your organization or group have an organizational budget?  YES  NO

#7/#9. Attachment: Please upload your organizational budget. (if you answered yes to #6/#8)

**STAFF AND VOLUNTEERS**

#8/#10. Tell us how many paid staff you have, if any.

Full-time staff:

Part-time staff:

#9/#11. How many volunteers would support your proposed project, if any?

#10/#12. Have you received a previous grant from the Environmental Justice Fund?

YES NO

***If you answer yes, you will see the following questions:***

#13. Provide a one-paragraph description of how this proposed project is different or is the next phase of your past project.

#14. Provide a one-paragraph description of your past project and the outcomes you met.

**PROJECT INFORMATION**

Refer to page 6 of the [2022 Environmental Justice Fund Guidelines](https://seattle.gov/documents/Departments/OSE/Equity/EJ%20Fund/EJ-Fund-2022-Guidelines.pdf) for the criteria the Community Review Team will use to review proposals.

We recognize that limited space can be a source of anxiety for applicants. We have done our best to provide adequate room for you to tell the story of your project, while keeping in mind the capacity of our Community Review Team. We appreciate concise responses whenever possible. Keep in mind that all eligible applicants will be scheduled for an oral presentation with the review team to share details about their Community Connection and Community Benefits of their proposal.

#11/15. Provide a short description (3-4 sentences) about your project and the community(ies) served.

#12/16. What kinds of eligible activities does your project involve? Select all that apply.

*For eligible project examples, visit our* [*2022 Environmental Justice Fund Guidelines*](https://seattle.gov/documents/Departments/OSE/Equity/EJ%20Fund/EJ-Fund-2022-Guidelines.pdf)

* Arts and storytelling
* Capacity building for the organization, group, and/or community
* Climate change adaptation
* Climate change resilience
* Coalition building to advance environmental or climate justice
* Community health
* Community organizing
* Cultural knowledge preservation and/or education
* Elders/seniors-focused programs and initiatives
* Environmental or climate justice education
* Environmental or climate justice engagement and/or outreach
* Food Justice
* General operating support
* Neighborhood and community planning or visioning, *including the design phase*
* Organizational strategic planning or visioning
* Skills building and development for green jobs pathways
* Youth-focused programs and initiatives

#13/17. What geographic communities does your project serve? Select all that apply.

* Beacon Hill
* Bitter Lake
* Central Area
* Chinatown-International District
* Delridge
* Georgetown
* Haller Lake
* Lake City
* Mount Baker
* Othello
* Rainier Beach
* South Park
* Other (please specify)

#14/18. In no more than *three paragraphs*, please tell us the following about your **group or organization:**

* When was your group/organization formed and what is your mission and vision?
* Who does your organization serve?
* How does your board, staff, and/or, volunteers reflect the community(ies) you serve?
* How does your organization advance racial justice?

#15/19. In no more than *three paragraphs*, please tell us about your **project:**

* How do you define environmental justice and how long have you been involved in environmental justice efforts?
  + *If you are beginning to work in the environmental justice space, tell us here.*
* What will you do and how will this project directly advance environmental justice as defined by you?

#16/20. In no more than *two paragraphs*, please tell us about the **people** involved in your project:

* Who is part of your project team and what are their skills/expertise/lived experiences to carry out the project?
* How is the community you serve reflected in the project team?
* What partners, if any, will you work with to advance your project and what will be their role(s)

#17/21. In no more than *two paragraphs*, please tell us about the **impact** your project will have:

* What are three (3) specific outcomes of your project that will advance environmental and/or climate justice for your community?
* How do you define success for your project and how you will know your efforts were successful?

#18/22. Upload your project timeline.

*Download the template* [*here*](https://seattle.gov/documents/Departments/OSE/Equity/EJ%20Fund/EJFund-2022-Project-Timeline-Template.docx)

#19/23. Please upload your project budget.

*Download the template* [*here*](https://seattle.gov/documents/Departments/OSE/Equity/EJ%20Fund/EJFund-2022-Budget-Template.docx)

#20/24. If your project involves changes to a space or takes place on property that is not owned by your group or organization, please attach a letter of authorization from the land or property owner.

#21/25. Would you accept less than the requested amount and modify your proposal accordingly?

#22/26. What is the minimum grant amount you would need?

#23/27. For projects related to land/property acquisition, capital development or infrastructure investment: While the Environmental Justice Fund is unable to fund these types of projects, we would like to help connect you with other funding opportunities that do, such as Seattle Office of Planning & Community Development’s Equitable Development Initiative. Please include a very brief paragraph detailing your land/property acquisition, capital project or large infrastructure investment needs and goals. (Answer to this question does not impact the status of your grant application.)

**ORAL PRESENTATIONS**

Please note that eligible projects will be invited to a 30-minute oral presentation to share more details about their Community Connection and the project's Community Benefits. If invited, applicants must participate in a virtual oral presentation in order to move forward in the process. Our team will reach out to you by early October to schedule your presentation, if applicable. Oral presentations are expected to take place between October 10-21.

Interpreters will be provided at no cost if requested and additional time will be allocated.

To preview the questions you would answer in the oral presentation, please refer to the [2022 Environmental Justice Fund Guidelines](https://seattle.gov/documents/Departments/OSE/Equity/EJ%20Fund/EJ-Fund-2022-Guidelines.pdf) and/or reach out to us at ejfrfp@gmail.com.

**PROPOSAL CHECKLIST**

#24/28. Make sure you have uploaded all the relevant documents.

Current organizational budget, if you have one

Project timeline

Project budget

If applicable, letter confirming your fiscal sponsorship

If relevant, letter authorizing changes in a physical building or space