Port of Seattle

RFP 00320434
South King County Fund (SKCF) Environmental Grants Program (EGP)
Question and Answer Publication 3

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1.	Can you explain more about deep engagement?	Match Option #3 assigns value to a project's environmental education. Match Option #3 can be calculated by multiplying the planned attendance for educational activities by the volunteer rate per hour they are engaged in the activity. (# of attendees X # of hours X volunteer hourly rate)
2.	Can they keep applying every year?	Applicants can submit one application as the Prime and one application as the Fiscal Sponsor, per application cycle. Organizations cannot have two contracts where they act as the Prime on both contracts at the same time. Standard contract terms are one year. The Port does not currently offer multi-year contracts for phased work. Review the list of previously funded projects for examples of organizations that have been funded multiple times.
3.	Can the group submit grant annually since they are considering in stages?	See response to Question #2, above.
4.	Can you also share the grant amount for the next 4 years?	The SKCF consists of $10 million to be distributed over five years. In 2020 that included $1 million for economic recovery grants, $250,000 for small business development, and $485,000 for the Environmental Grants Program. In future years, available funding will be determined through the Commission approved budget process.
5.	Will there be a sample fiscal sponsor letter available?	Yes. A Sample Fiscal Sponsor Letter will be posted to VendorConnect and SKCF Environmental Grants webpage on November 18.
6.	According to your experience how much money required a playground?	For a list of previously funded Airport Community Ecology ACE projects, visit: https://www.portseattle.org/page/airport-community-ecology-ace-fund
7.	Will there be technical support for the match?	Applicants are encouraged to apply with their best attempt at the budget and match. The Port Project Manager and Contract Administrator will work collaboratively with selected applicants on their final budget and match during the contracting phase. One-on-one technical assistance for a specific project match is not allowed during the open application phase. A sample Budget & Match form has been provided in the Documents section of VendorConnect and on the SKCF Environmental Grants webpage.
8.	Does the project need to be completed in a year?	Yes, the standard contract term is one year from the date the contract is executed.

9.	Can individuals apply?	Yes. Individuals may apply as long as they find a fiscal sponsor that will manage the grant on their behalf. However, it is important to note, projects will be evaluated on their Project Feasibility and Inclusivity, see Section X. Evaluation Criteria of the Application for more information.

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1.	We have a project at a public high school in Tukwila. Does that type of property qualify for this grant opportunity?	Yes, public schools are generally considered public property. Please be sure to coordinate with staff from the Tukwila School District to begin to obtain the necessary permissions for the project. Additionally, the list of city contacts can be found in the application and on the Environmental Grants Webpage: https://www.portseattle.org/programs/south-king-county-fund-environmental-grants-program

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10.	Can you post the link for this recorded version?	The presentation will be posted first in VendorConnect, then cross-posted on the SKCF Environmental Grants webpage.
11.	Will the slides in this presentation be available somewhere?	The presentation will be posted first in VendorConnect, then cross-posted on the SKCF Environmental Grants webpage.
12.	Is unincorporated King County (White Center) eligible?	No, only projects taking place on public property in Burien, Des Moines, Federal Way, Normandy Park, SeaTac or Tukwila are eligible.
13.	How about a community garden on the Church property?	Only projects on public property are eligible. Consider contacting a city government representative in the city where your proposed project will take place to determine if your project location is public or private property. The list of city contacts can be found in the application and on the Environmental Grants Webpage: https://www.portseattle.org/programs/south-king-county-fund-environmental-grants-program
14.	We are a community group from South Park. Currently we have started the development of a small solar project the Seattle project (Terminal T-117). We are developing this project with young people from the community guided by Engineers without Borders from the University of Washington. In order to continue with the project, we are needing to obtain more funds. From the above, can we participate in this fund?	No, only projects taking place on public property in Burien, Des Moines, Federal Way, Normandy Park, SeaTac or Tukwila are eligible.
15.	Can you describe more what was done in Highline Botanical Garden?	For a list of previously funded project examples please visit: https://www.portseattle.org/page/airport-community-ecology-ace-fund
16.	If the project is developed in a property of the Port of Seattle located in South Park - Terminal T-117 (Seattle), does it still not apply? Most of the youth participating in the project live in Burien.	No, only projects taking place on public property in Burien, Des Moines, Federal Way, Normandy Park, SeaTac or Tukwila are eligible.

17.	Are shared costs or indirect costs allowed (Shared costs are a percent of project costs which supports general expenses (rent, equipment rental, printing, etc.) at the same % of time staff devoted to the project.)	Shared costs or indirect costs are not allowable expenses of grant funds. The Port may pay for staff time and project costs that directly relate to project outcomes (e.g. curricula development, planning, printing of flyers, etc.)
18.	Can we give gift cards to volunteers/leaders?	Eligible expenses can include volunteer support.
19.	Does the fiscal sponsor fee % a requirements or recommendation?	For the Environmental Grants Program, the Port does not require or recommend a fiscal sponsor percent fee. It is up to the applying organization to negotiate a fair rate with the fiscal sponsor.
20.	Can the funds be used for the insurance?	No, insurance is considered an indirect cost. Shared costs or indirect costs are not allowable expenses of grant funds. The Port may pay for staff time and project costs that directly relate to project outcomes (e.g. curricula development, planning, printing of flyers, etc.).
21.	Hello, my non-profit is wondering if we are able to apply multiple times if we are planning on doing different projects in each of the 6 cities? Or is it safe to assume these projects would be encompassed under one application not exceeding $20k in requests?	Applicants are limited to submitting one application up to $20,000 as the Prime and one application up to $20,000 as a Fiscal Sponsor.
22.	Are the questions asked during the info session going the VC list and posted on the website?	Questions asked during the Info Session will be posted first in VendorConnect then cross-posted on the Environmental Grants webpage. https://www.portseattle.org/programs/south-king-county-fund-environmental-grants-program
23.	Can an organization apply as an organization on their own AND as a fiscal sponsor for a community group?	An organization serving as a fiscal sponsor may submit one proposal as the Prime in addition to one proposal as a Fiscal Sponsor.
24.	Can the Port do checks? instead of ACH?	Yes.