

REGIONAL CENSUS FUND AND WASHINGTON CENSUS EQUITY FUND OPPORTUNITIES

Request for Proposals (released April 15, 2019)

ALL “Census Fridays” Information Calls: Questions and Answers (updated 5/8/2019)

*Applicants are encouraged to first read through all questions below before applying. See also the “tech tip” at the end, on page 6, for a frequently asked question about applying online.

April 19, 2019 Call

1. An organization proposes census-related activities in two different counties or geographic districts. Should they put in a proposal that covers both areas or submit two separate proposals?

Answer: Applicant(s) in this scenario are encouraged to submit one proposal. Note that applicants interested in conducting statewide work including King County and other counties should apply to the Washington Census Equity Fund.

2. How does the voter education fund participation (question in the application) affect this application?

Answer: An applicant’s response to this question is solely informational to the Seattle Foundation and does not factor in to the review process.

3. If we apply for the funding, are all partners who have a role with the proposed project required to have their 501c3 determination?

Answer: You need only apply with one lead partner, who is required to have the 501c3 tax determination status. If selected, the grant would be made to the lead partner who will be designated as the grantee and fiscally responsible for how the funds are expended. The lead partner, together with the coalition or other partners, would determine the proper allocation (based on the proposal plan) to other 501c3 partners. Not all partners need to have 501c3 tax determination status. This is a way to make sure smaller groups and organizations directly engaged with the hard-to-count communities can actively partake in the census efforts. The 501c3 status of the lead partner/fiscal sponsor is to make sure that funds are expended for the charitable purpose approved and that the small groups have resources they need to get the work done, as well.

4. Will Round 2 (Fall 2019) be focused on re-funding only to the first-round organizations in the Spring, or would you be looking to fund organizations who didn’t apply?

Answer: Our priority in Round 2 will be to award grants to those organizations who have not received funding in Round 1.

5. Is there analysis available in terms of priority areas around the state? E.g., which counties are particularly hard to count or which rural areas?

Answer: Both funds will consider the mapping of the applicants, i.e. the absence and presence of proposed census efforts across the state. We base this mapping on the Hard-To-Count (HTC) communities – both the identity-based populations as well as geographic areas. There are multiple tools to identify HTC communities. See <https://philanthropynw.org/2020-census> for the link to the interactive map and other resources.

6. What can we anticipate as the cost of acting as a fiscal sponsor and recognizing that cost?

Answer: That will vary in each community. We encourage community foundations to serve as a local resource to help community groups understand the role of fiscal sponsorship and related fee structures, as well as the options for fiscal sponsorship in their community.

7. If two different coalitions apply separately but have overlap in their reach, how will we consider this in the proposal review and recommendations? Or what if a group is representing multiple organizations?

Answer: We ask that applicants specify that the umbrella organization is the lead and make clear where the other members of the coalition work or connect with the proposed effort. We welcome proposals that cover multiple organizations and partnership. You can also apply separately. Even with some intersectionality, if there are distinctions, we will view those as separate proposals.

8. Can statewide fund applicants also mail in the paper application?

Answer: Yes

9. Technical assistance in different languages? Does Seattle Foundation have the ability to accept applications in different languages?

Answer: Both funds are working to increase language access by translating in different materials. Please follow Philanthropy Northwest Census 2020 website for updates. However, due to limited operational resources and capacity, the applications must be submitted in English and reviewers will review in English.

April 26, 2019 Call

10. We are statewide but located in King County, and primarily do work in King County with some work outside the area. Should we apply for statewide or regional pool funding?

Answer: We recommend statewide, but both fund administrators will be in communication throughout the review process to ensure a good balance of activities are supported between King County and the regions across Washington state.

11. We are a government-supported agency, Is this a good fit for our direct services that support families?

Answer: Yes. The State is also in the process of determining its budget for census activities, and ideally some of this funding would go to schools, libraries, and other places where people connect and utilize city and county services.

12. If we applied in the first round, are we eligible for the Fall? And if granted funding in the first round, what is the timeline to conduct activities?

Answer: Our priority for second round funding in the Fall will be those that did not receive first round funding, though first round grantees may apply again. Activities can be conducted within the full year

of receiving funding, especially considering that some activities may occur beyond the main Census 2020 date for non-response follow-up.

13. Any examples or ideas of programs that tribes have developed to do outreach to their Native communities about the census? We want to know more about how to reach the community.

Answer:

- National Congress of American Indians (NCAI) – [Census page](#)
- [Fact Sheet](#) for American Indians and Alaska Natives (4/17/2018)
- Yakima Valley Community Foundation
- The Washington-based Census Bureau partnership specialists indicated there is a tribal specialist on their team and they are adding three more. Please reach out to CensusEquity@PhilanthropyNW.org if you need additional information.

14. We are physically out in the communities and interested in whether funding would support supply materials?

Answer: We will point people to resources from the Census Bureau over the summer, as well as resources from local and state governments.

15. For the Planning and Mobilization category of activities, the RFP mentions creating educational materials. Are these new materials beyond what governments provide?

Answer: We hope that groups take targeted approaches to the communities they serve. Materials are available from governments and organizations like Washington Nonprofits and these should be looked to first as possible resources for your proposed activities. However, we also support the groups who see the need to create their own materials or develop a targeted strategy to reach a community.

16. One or two of our community groups do not have the tax determination 501c(3) status. Could we apply on behalf of communities without 501c(3) organizations?

Answer: Yes, we accept applications from fiscal sponsors or lead agencies of a coalition, as long as they have the 501c3 status or tribe designation.

17. What we are planning feels like it is in the middle of the two categories of activities outlined in the RFP: *Planning and Mobilization* and *Education and Outreach*. How should we proceed?

Answer: As you shape your proposal, look at the robustness, sustainability, and budget for your work. If it is a longer-term effort involving coordination and planning (and more than a couple events), consider the Planning and Mobilization. We will defer to your judgment.

May 3, 2019 Call

18. We are working with a community org that is not a 501c3. We can only be a fiscal sponsor for a limited amount of time (up to 6 months). What are your recommendations on how to address that? And can we list the names of both fiscal sponsors?

Answer: You can be a fiscal sponsor for the amount of time that you are able to and help them identify another fiscal sponsor and share your plan in the RFP (providing what relevant information you have available). Community foundations are also a great resource when exploring fiscal sponsorship.

19. We are partnering with multiple organizations in our county. Should we send one application? Or is it better to send in multiple applications?

Answer: We highly encourage collaborative strategies, whenever possible. In this example, we encourage one application, listing the organizations and efforts you are collaborating on. We believe that this will allow for strategic and collaborative work and prevents competition on the local level to apply for funding.

20. What is your fall funding plan? Will the amount of funding be the same or similar as this round?

Answer: We do not have additional information at this time, particularly given that we are continuing to secure funds toward this effort and we expect to apply much of our learning the next several months into the fall 2019 RFP. If interested applicants have the capacity and the plans in place, we encourage applications in this round.

21. If awarded, will there be a progress report? Is there a reporting form template that you can share?

Answer: We are in the process of shaping reporting expectations. We want this to be streamlined. We want more of your time to be in your communities, *and* we want to learn from you (strengths and barriers), *and* our funders will be interested to know how this type of investment (a pooled fund effort) is effective. Our goal will be to have simplistic reporting requirements while getting the information that helps us learn about your efforts to engage hard-to-count communities in census participation. Once grants are selected, we will provide a report template and expectations at that time as well as a timeline.

22. Do you have a preference of items that you will fund? For example, we are interested in funding a local media campaign because mainstream media does not reach hard to count populations.

Answer: We encourage applicants to share efforts that are unique and tailored to reaching your community. In addition, please refer to the resources at [Philanthropy NW/CENSUS2020](#) webpage (scroll to end of page for Washington resources) for a range of ideas, toolkits and resources available.

23. If we have a Seattle Foundation grant, are we prohibited to apply?

Answer: No.

24. Can nonprofits outside WA partner with nonprofits within WA to receive funding?

Answer: If work is being conducted within Washington, you are welcome to apply for this funding opportunity.

25. We are planning to be a fiscal sponsor. What would you need from the organization that we are sponsoring? A letter of recommendation from their community?

Answer: A letter of recommendation will help us understand your knowledge and ability to do the work.

26. Are the questions available in word?

Answer: Yes, if you email Bao-Tram Do at B.Do@seattlefoundation.org, she will send you the questions in word document.

27. Can organizations apply for funding from both funds?

Answer: We are asking applicants to pick just one fund; Think about where the bulk of the work will be conducted. But during the review process, we will be flexible should we see that one fund is more fitting than the one checked by applicant.

28. Applicant Request – if there are any orgs from Snohomish county, please contact Vanesa Gutierrez vanesa.gutierrez@snoco.org to collaborate. Good reminder to come together on this proposal so that you are taking a more collaborative approach in conducting this work.

29. Can we learn from and share across grantees?

Answer: We are certainly interested in doing that. We will publish names of grantees selected to receive funds so that we can share learnings and provide a forum for peer-to-peer exchanges.

30. What is the purpose of the PDF (on the website) in the application process? Are we supposed to be filling out the application via PDF, or through the online portal?

Answer: The PDF provides organizations with readily available information about the Census. The questions on the PDF allows organizations to see the questions in one place, plan and draft their answers in a word document, and then copy those answers into the online portal.

We prefer that applicants use the online portal to submit their application, if they are able to. However, we will accept printed applications via mail.

31. Will you be training organizations?

Answer: We will not be leading trainings ourselves and are certainly happy to share resources. Please continue to check our website.

Remember: Reach out to your local community foundation to help guide your plans to respond to the RFP and/or possibly provide connections to other groups leading census efforts and/or fiscal sponsorships.

TECHNICAL TIP for APPLYING ONLINE

The most frequent question we hear is that applicants are not seeing the “APPLY” button or unable to return to their application.

Response: Please remember to sign in with their **organizational** account – either setting up an organization account or using the downward Triangle by their name to switch accounts (if they already have an organization account, they will see this option). Please see below for some screenshots that should help.

You will have to be logged in as an organization to apply. It is possible that you may be logged in as an individual or need to create an organizational account. If you have an organizational account, you can switch your accounts using the up-side-down triangle below: