

Sweetened Beverage Tax Prenatal-to-Three Community Grant Request for Proposal

Questions and Answers
Updated: 6/9/23

Eligible Applicants

1. According to the summary of the RFP posted at [2023 Prenatal-to-Three Community Grant - Education | seattle.gov](#), projects that "provide quality supports or subsidies for licensed child care" are not eligible for funding. Can you provide the definitions of "quality supports," "subsidies," and "licensed child care" in this context? Also, specific to "licensed child care," does that include Early Head Start and Head Start providers?

The intent of this guideline is to focus eligibility on entities and programs that do not have access to funding for quality supports. Child care providers that are licensed have access to quality supports through Child Care Aware and DCYF. Head Start and Early Head Start have access to quality supports through Child Care Aware, DCYF, and the federal government.

Quality supports for licensed child care include services such as [coaching](#), training, [relationship-based professional development](#), and any activity or program conducted with the purpose of improving the quality of child care.

Child care **subsidy** is funding directed to families or providers for the purpose of reducing the expense of providing or receiving child care.

Licensed child care providers follow foundational quality standards, the Washington Administrative Code (WAC) set by the state to ensure children in licensed care are in safe, healthy, and nurturing environments.

Date answered: 5/15/23

Application Process and Timeline

1. What is the word count/character count/page number limit for this application?

There is not a specific word or character count. We encourage organizations to limit each response to about a page but eligible proposals that exceed this recommendation will still be reviewed

Date answered: 5/17/23

2. I have a few follow up questions about the RFP. First, I see in the posted Q&A that you have already answered a question about response length.

- **What is the word count/character count/page number limit for this application?**

There is not a specific word or character count. We encourage organizations to limit each response to about a page but eligible proposals that exceed this recommendation will still be reviewed

When you say “each response” do you mean one page for each project narrative question? Potentially seven pages total. Or do you mean one page total for each application? Next, would you like the narrative responses to be in the project narrative table in the application submission form, or would a separate document be acceptable?

“Each response” refers to approximately one page for each project narrative question. Your proposal could, therefore, amount to approximately seven pages in total.

You may use the application submission form or a separate document; both formats are welcome!

Date answered: 5/24/23

3. I had a few questions about the format of the proposal:

In the request for proposal, on page 5, under PART I: TECHNICAL COMPLIANCE REVIEW, it asks YES or NO:

The RFP application includes the following completed sections:

Section 1: Experience and Engagement

Section 2: Culturally Responsive Program/Service

Section 3: Organizational Information

Where are these 3 sections found? I don't see these 3 sections anywhere to be "completed". Are we to create these to cover this information on our own? Is it referring to the sections under Part II: PROPOSAL REVIEW?

You are correct – page 5, under PART I: TECHNICAL COMPLIANCE, is referring to the sections under Part II: PROPOSAL REVIEW.

They are identified as

Section 1: Experience and Engagement

Section 2: Culturally Responsive Program/Service

Section 3: Organizational Information

They *should* be marked as

Section 1: Connection to Community

Section 2: Program Proposal

Section 3: Organizational Information

Date answered: 6/9/23

4. Under Strategy 3, I see it listed in the RFP as "Nurturing and Responsive Caregiving", and see it listed in the Application as "Nurturing and Responsive Child-Parent Relationships". Please clarify.

In the context of this funding opportunity, consider “Nurturing and Responsive Caregiving” and “Nurturing and Responsive Child-Parent Relationships” to be equivalent in meaning.

Date answered: 6/9/23

5. **In the application Project Narrative, each block can be enlarged to contain our answer, up to one page (as recommended) for each question, correct? Can we include photos here? Are video links allowed?**

Yes, in the application Project Narrative, each block can be enlarged to contain your answer, up to one page (as recommended) for each question. We advise proposals not include photos or video links as neither will be included for evaluation by review panelists.

Date answered: 6/9/23

6. **Is a cover page and/or cover letter allowed to be included?**

We advise proposals not include a cover page or cover letter as neither will be included for evaluation by review panelists.

Date answered: 6/9/23

Program Requirements

1. **You state "DEEL is prioritizing funding for community-based organizations (CBOs) with missions to serve expecting parents, caregivers..." by "missions", do you mean the *mission statement of the organization* must include this type of focus OR do you mean the mission of the program or project being proposed? For example, we are an organization with a mission statement to support refugee and immigrant communities, but we serve families and clients through our program portfolio. We do have an Early Learning program though, and the ELP shares this focus.**

It can mean either the mission of the organization or of the proposed project.

Date answered: 5/17/23

2. **The RFP states that the proposed program meets a need not being addressed by other initiatives AND you state that "this funding is not intended to be used for services already funded by other public dollars". Can you provide what exactly is meant by these statements?**

CBOs typically identify needs within their respective communities before designing or selecting a program to implement. For example, if an organization has identified a need for translated developmental screening materials, that need likely exists because developmental screenings are not available in languages spoken in their community. This is an example of a need not currently being addressed by another program or organization.

The statement, “this funding is not intended to be used for services already funded by other public dollars,” means that the program or project should not already be receiving state, county, or city funding to implement the scope of work presented for consideration for this opportunity. For example,

if your organization is being funded to implement a home visiting model, this opportunity would not be applicable to fund that work. It could, however, be used to add a component that complements the existing home visiting model such as training for home visitors, conducting an evaluation of the model, outreach and marketing, or community engagement.

Date answered: 5/17/23

- 3. Reporting question - I understand reporting will vary depending on award size but am wondering if, along with a narrative component, there will be data submission requirements or requirements around reporting demographic information on clients we serve? Our program is low-barrier, and we intentionally collect minimal information. We also serve families experiencing homelessness who may not have a fixed zip code, but do live in Seattle.**

Reporting requirements for this funding opportunity are intended to draw from existing data collection, information organizations already collect for program improvement or reporting for other funding sources. Generally, we are very interested in knowing the following:

- How much did you do?
- How well did you do it?
- Is anyone better off?

We work with you to identify which data you collect that helps us answer those three questions. Serving families experiencing homelessness is in alignment with the spirit of this funding opportunity and we understand that people who are unhoused do not have a fixed zip code.

Date answered: 5/24/23

- 4. Does the applying organization need to address both focuses of the selected strategy?**

The applying organization does not need to address both focus areas of the selected strategy.

Date answered: 6/5/23

Budget

- 1. If an applicant has an annual budget of over \$500K, will they not be considered?**

If an organization meets all eligibility criteria, their proposal will be considered even if they have an annual budget over \$500K.

Date answered: 5/17/23

- 2. My organization, is applying for this grant opportunity and we have a few clarifying questions about the RFP:**

- How much of the award can be allocated to staffing costs?
- How much of the award can we apply to indirect costs? (the budget template says 15%, but we read 25% in the RFP)



There is no restriction regarding how much of the award can be allocated to staffing if the award is funding work directly related to the activities outlined in the proposal. Up to 25% of the award can be applied to indirect costs.

Date answered: 5/24/23

3. Can any of this funding be used to pay for basic needs? Can any of this funding be used to pay stipends to peer volunteers?

If expenditures advance any of the goals outlined in the four focus areas, this funding can be used to pay for basic needs and stipends to peer volunteers.

Date answered: 6/5/23