**2021 GRANT APPLICATION**

Please submit grant applications electronically by midnight Sunday, November 15, 2020, to [GreenGrants@kingcounty.gov](mailto:GreenGrants@kingcounty.gov). Please put “RainWise Outreach Grant” in the subject field. Proposals must be less than 10MB (megabytes). Grants are being sought to accomplish goals in five Program Areas below.

1. Embed equity and social justice in RainWise outreach and program delivery
2. Provide innovative and effective virtual engagement in the time of COVID
3. Conduct outreach, marketing and customer support to interested residential property owners in eligible King County RainWise basins
4. Execute outreach, marketing and customer support to RainWise Big Roof property owners in King County RainWise basins
5. Green Stormwater Infrastructure education and job training

Please submit one grant application per project proposed. Qualified businesses and organizations are welcome to submit multiple applications within each Program Area and/or applications addressing multiple Program Area. *Shaded fields will expand as you type.*

|  |  |  |
| --- | --- | --- |
| **Applicant:** | | |
| **Project title:** | | |
| **Contact:** | **Phone:** | **Fax:** |
| [**E-mail:**](mailto:) | **Web Site:** | |
| **Address:** | | |
| **City:** | **State:** | **Zip:** |
| **RainWise Outreach Program Area(s):** | | |
| **Area grant will serve (i.e., all RainWise basins or a specific RainWise basin):** | | |
| **Target audience(s) project will reach:** | | |
| **Alternate contact:** | **Phone:** | **E-mail:** |
| **Brief Project Summary: (Up to 6 sentences detailing the who, what, when, where, why, how of your project)** | | |
| **Request**: $ **Date of request:** | | |

**Be sure to include and checkmark the following prior to sending your application:**

The project narrative (see below; 6 pages maximum)

A cover letter signed by a person allowed to approve a legal agreement with King County

A map indicating which King County RainWise eligible basins your project will support. You can use the map at <http://kingcounty.gov/services/environment/grants-and-awards/waterworks/rainwise-outreach-grants>

OPTIONAL: A fact sheet or brochure on your organization describing its history and accomplishments.

**Which of the following describes your organization?**

NON-PROFIT ORGANIZATION

BUSINESS (Must be certified as a Small Contractor and Supplier with King County’s Business Development and Contract Compliance Office.)

<http://www.kingcounty.gov/depts/finance-business-operations/business-development-contract-compliance/Small-Contractor-and-Supplier-Certification/contracting-opportunities>

**PROJECT NARRATIVE**

**Instructions:** Please answer the following questions in the boxes below. The boxes will expand as you type. ***This section is limited to no more than 6 pages.***

**PROJECT OVERVIEW** (15 points; 10 points minimum required)

What will your project do? How will your project enhance RainWise efforts in the Program Area(s) you are applying under?

Briefly explain the qualifications, expertise and experience that qualifies your organization or business to effectively carry out the project you propose.

**PROJECT OBJECTIVES, SCOPE OF WORK, TASKS AND DELIVERABLES** (50 points; 42 points minimum required)

Describe the key objectives of your project.

Describe your project scope of work and break it down by the tasks and activities that will carry out your objectives.

|  |  |
| --- | --- |
| **Scope of work objectives** | **Tasks/activities to meet objective** |
|  |  |
|  |  |
|  |  |
|  | *Add more rows and tasks as needed* |

Describe how you will measure the success of your project. List the measurable results/deliverables related to each task.

|  |  |
| --- | --- |
| **Tasks and Activities** | **Measurable Results/Deliverables** |
|  |  |
|  |  |
|  |  |
|  | *Add more rows and tasks as needed* |

**Community Outreach and Engagement** (20 points; 16 points minimum required)

How will your project build support for RainWise? What communities will you target? How does your project reach and engage these communities? How will you do education and outreach (e.g., virtual and written communications, targeted campaigns, social media?) What results do you anticipate? Will you work with any project partners and if so, what do they bring to this project?

**Equity and Social Justice** (15 points; 12 points minimum required)

Please describe how your project addresses one or more determinants of equity and social justice as outlined by the [King County Executive’s Initiative](http://www.kingcounty.gov/elected/executive/equity-social-justice/vision.aspx).

**BUDGET**

Please describe any partners you will be working with, matching funds, and/or how your project will leverage other efforts and resources. Matching funds and leveraging of resources are not required; however, they add a strength and synergy to a successful project.

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| --- | --- | --- | --- | --- | --- |
| **BUDGET ITEM** | **GRANT REQUEST** | **CASH MATCH** | **IN-KIND MATCH** | **SOURCE OF MATCH** | **STATUS OF CASH MATCH** |
| Staff salaries & benefits |  |  |  |  | Received  Pending |
| Freelance workers and consultants |  |  |  |  | Received  Pending |
| ***Sub Total*** |  |  |  |  |  |
| Project supplies, materials, and equipment |  |  |  |  | Received  Pending |
| Commercial services (e.g., printing, backhoe) |  |  |  |  | Received  Pending |
|  |  |  |  | *Continued on next page* |  |
| Transportation |  |  |  |  | Received  Pending |
| Office expenses (broken down unless requesting a blanket overhead rate) |  |  |  |  | Received  Pending |
| Other costs |  |  |  |  | Received  Pending |
| ***Sub Total*** |  |  |  |  |  |
| ***Grand TOTAL*** |  |  |  |  |  |
| ***Overhead (10% of Grand Total max)*** |  |  |  |  |  |

**Please feel free to add additional budget lines as necessary to help clarify your request.**