

## **2021 Application for Funding: Frequently Asked Questions**

This document provides guidance for Q1 – 2021 funding through the Verdant Health Commission, with applications due Feb. 15-26, 2021.

### **1. Is there an application deadline?**

Yes. In 2021, applications will be accepted during 4 windows of time:

- February 15-26, 2021
- May 17-28, 2021
- August 16-27, 2021
- November 15-26, 2021

### **2. What are Verdant's current priority areas?**

In 2021, the Verdant Board of Commissioners established the following priorities: Access to Healthcare, Access to Dental Care, Behavioral Health, Childhood Obesity, Food Insecurity, Housing, Other Education & Prevention, and Supporting Seniors

### **3. Is my not-for-profit/government agency/for-profit organization eligible to apply?**

We will accept applications from non-profit, for-profit, and government organizations as long as the projects or programs match our guidelines and eligibility criteria.

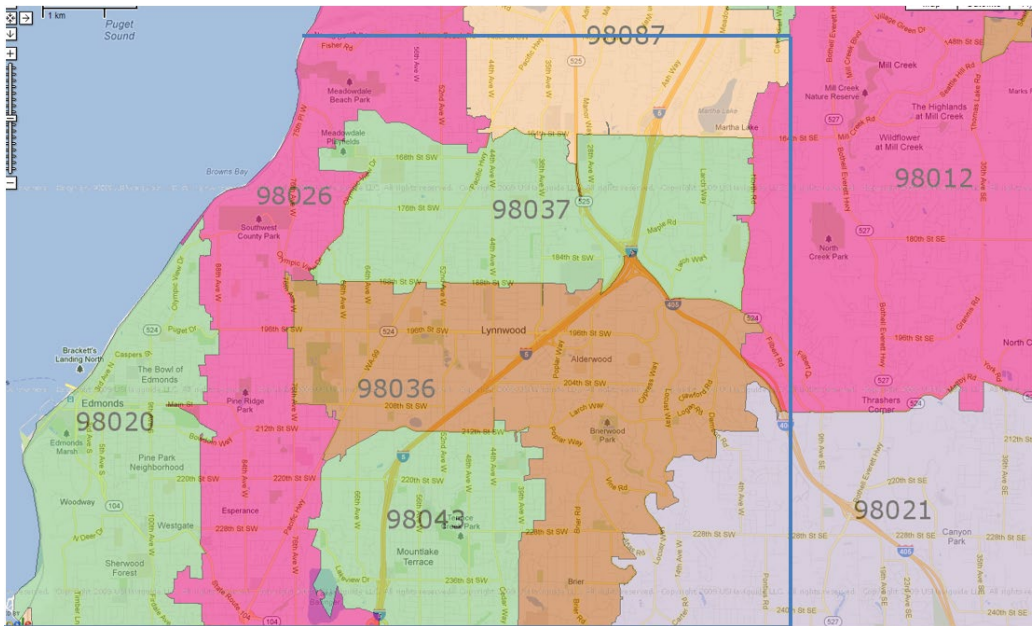
### **4. I am having trouble accessing the applications in Microsoft Word or Excel, or I do not have Microsoft Office. Is there another way to access them?**

If you do not have Microsoft Word or Excel, you can download a free program called Open Office ([openoffice.org](https://www.openoffice.org)) to complete your applications. Microsoft also offers a free web-based version of Microsoft Office at: <https://www.microsoft.com/en-us/microsoft-365/free-office-online-for-the-web>

### **5. Are there limitations on how the funds can be used?**

Funds must be used to meet the health and wellness needs of South Snohomish County residents as described by Verdant's funding priorities (see #2 above). Funds will not be awarded for the benefit of an individual person, for political or religious uses, to retire debt, or strictly for fundraising purposes.





On zip code map above, the blue lines form the northern, eastern, and southern boundaries and the western boundary is the water.

**8. If my program/project is currently supported by Verdant and set to expire, can I renew using this process?**

Yes, we recommend applying for renewal in the application window prior to your current program's expiration. See list of dates under #1 above.

**9. How do we include the responses to questions posed within section 2 of the narrative application document?**

Narrative response to questions can be included on pages added to the end of the document or submitted as a separate document, and we request that you limit your response to these prompts to 5 pages. If added to the end of the Word file, your document can be up to 7 pages total.

**10. If our program serves people in the Verdant district and out of it, how would we include that in the budget? Also, how do we reflect the time period we are requesting for (1 year vs. 3 years, for instance)?**

In the application narrative (Word document), on page 1 there is an area to include what the annual request for the program would be. If you are interested in seeking more than 1 year of funding, please include that in your narrative response based on the questions posed on page 2 of the application document. We do request that within the budget spreadsheet submitted, you narrow the budget to reflect the total program costs associated with the services in Verdant's district, if the program serves an expanded geography. For instance, if your program

serves individuals across Snohomish County, in the budget spreadsheet, please use column D to reflect the costs associated with the program within Verdant's service area, and then use column E to reflect the funding request you are making to Verdant.

**11. How will the reporting process look and would any changes affect grants already under contract?**

The reporting for any grants that come under contract in this 2021 Q1 period will look slightly different than the process used for contracts that were entered into previously. If your organization already has a grant under contract with Verdant, please use the existing reporting templates. New contracts as of April 1 will have reformatting reporting templates that will include outcome reporting as well as budget and demographics.

**12. Can applications reflect capital requests? If not, could any startup costs for new programs be included in the request?**

This funding window is not for capital requests. Verdant is considering when we will make available a special RFP process for funding capital requests to support health outcomes for our residents. We will communicate widely when that opportunity will be available. That being said, sometimes items in a budget could be supplies or materials instead of capital, depending on the need. An example of this would be supplies needed for program operations.

**13. Could applications reflect program expansions from other areas, geographically, into our district?**

Yes, programs that are already offered in King County or other portions of Snohomish County that would like to expand to Verdant's district would be welcome.

**14. What has changed with this application process to reflect Equity, Diversity, and Inclusion?**

The narrative application requests a description of how the program or project demonstrates equity, diversity, and inclusion, and it will also be part of the scoring for applications. More specifically, we are looking for information on how the population(s) you intend to serve will be involved in program development, delivery, and evaluation; and how program and organization staff are reflective of the populations(s) you plan to serve.

**15. Regarding Equity, Diversity, and Inclusion, what is the makeup of the review committee for applications?**

The current Verdant staff and commissioners will be part of the scoring process for this round of grant applications. We are currently developing plans for an advisory committee with community members that could be engaged in this process in future funding opportunities.