



Public Health, Seattle-King County



REQUEST FOR PROPOSAL

Increasing Blood Lead Testing in King County

RFP Release Date: **March 20, 2023**

Due Date: **May 8, 2023 by 1:00 p.m.**

RFP Lead: **Phillip Thompson, PhiThompson@KingCounty.Gov**

Funding: **Up to \$900,000 from the Best Starts for Kids Levy**

Submitting a Proposal Proposals are hereby solicited and will be received using the link below through ZoomGrants no later than 1:00 p.m. on the due date noted above. The services procured through this RFP shall be provided in accordance with the following and the attached instructions, requirements and specifications. Applicants are responsible for regularly checking ZoomGrants for any updates, clarifications or amendments to this RFP.

Submit proposals through ZoomGrants at:
<https://www.zoomgrants.com/gprop.asp?donorid=2209&limited=4593>

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I. Introduction

A. Best Starts for Kids

Best Starts for Kids (Best Starts) is King County's community-driven initiative to support every baby born and child raised in King County to be happy, healthy, safe, and thriving. Initially approved by voters in 2015 and in place since 2016, Best Starts invests in comprehensive supports for children, youth, young adults, families, and caregivers, catalyzing strong starts in early childhood, and sustaining those gains as children progress to adulthood. Best Starts was renewed by voters in August 2021. Implementation of Best Starts is guided by the Best Starts for Kids Implementation Plan, approved by the King County Council in November 2021 for Levy 2022- 27.

B. Investment Area/Investing Early

Best Starts for Kids' Investing Early (prenatal to 5 years old) investment area supports pregnant individuals, babies, and very young children during their critical developmental years and their caregivers by providing robust services and resources that meet families where they are: home, community, childcare, or wherever children are cared for.

Communities of color have long been charting the path forward on environmental justice. The Lead and Toxics Program (LTP) builds on this leadership to prevent childhood lead poisoning, identify and reduce exposures to environmental toxics, and equitably improve health outcomes. LTP goals for 2022-2027 include:

- Use data and community-led program evaluation to inform policy and program activities and implement BIPOC community-driven priorities.
- Improve blood lead testing data monitoring to eliminate child blood testing gaps and sources of exposure, and partner with medical systems, providers, and families to ensure all children receive appropriate blood lead testing.
- Strengthen referral systems for culturally appropriate developmental services for lead poisoned children.
- Deliver resources and consultation to reduce, eliminate, and replace sources of toxic exposures, and develop publicly available community education materials and training resources.
- Integrate LTP activities in other Best Starts strategies. LTP is considered a BSK cross-cutting strategy and works to integrate and partner with all Best Starts funded programs.

C. Equity and Social Justice

For many in our region, King County is a great place to live, learn, work and play. Yet we have deep and persistent inequities - especially by race and place - that in many cases are getting worse and threaten our collective prosperity. In 2020 Executive Constantine [declared racism as a public health crisis](#) and set forth policy priorities to bolster King County's commitment to being intentionally anti-racist and accountable to Black, Indigenous People, and People of Color.

Equity and Social Justice (ESJ) is an integrated part of the County's work and

foundational to the work of BSK. Our goal is to ensure that all people, regardless of who they are and where they live, have the opportunity to thrive, with full and equal access to opportunities, power, and resources.

For all BSK-funded programs, we seek to support community-led and community-informed organizations that are reflective of and embedded in the communities they serve across all aspects of their leadership and service. We further seek to support organizations that recognize and address the inequities that exist in our communities, particularly agencies that serve low-income families, families of color, newcomer and refugee families, LGBTQ families, families with disabilities, families with foster children, and those geographically isolated – furthering Best Starts’ commitment to equity.

Applicants will be asked to demonstrate an understanding and a commitment to the principles of equity and social justice as shown through their staffing and their board, services tailored to community need, and commitment to social justice and continuous improvement. One aspect of this work includes understanding – at both a program and system level – structural and institutional racism as it plays out for individuals served through BSK-funded services, and the disparate impacts on individuals’ collective experiences and outcomes compared to the population as a whole.

More information about King County’s ESJ work is available at:

<https://kingcounty.gov/elected/executive/equity-social-justice.aspx>

II. Key Information

A. Timeline

The following timeline represents the tentative schedule of the entire RFP process, from solicitation to program implementation. The dates listed here are subject to change. Applicants are responsible for monitoring ZoomGrants for any changes prior to the submittal deadline.

RFP Issued	March 20, 2023
Information Session Webinars Session 1: Session 2: Note: Both sessions will have the same content.	March 23, 2023. 4:00pm March 30, 2023. 9:00am
Final day to initiate request for technical assistance	April 25, 2023
Final day to submit questions	April 28, 2023
Proposals due	May 8, 2023 by 2:00 p.m.

Responses reviewed and rated	May 9, 2023 through May 30, 2023
Interviews with Applicants (if requested by review panel)	May 10, 2023 through May 31, 2023
Notification of selected and non-selected applicants	June 2023
Contract negotiations with selected applicants	June- July 2023
Anticipated program/contract start date	August 1, 2023

B. Questions

Interested parties may submit questions in writing prior to the date and time indicated in the RFP schedule through the Contact Admin tab in ZoomGrants. The PHSKC response to all questions received will be posted as an RFP addendum on ZoomGrants.

If potential Applicants experience technical difficulties with ZoomGrants leading up to the due date, please email your Proposal to the RFP Coordinator directly to avoid a late submission.

Proposers/Applicants/Bidders are encouraged to complete their applications early to avoid any difficulties or errors in submission. PHSKC is not responsible for any technical difficulties that a proposer may experience, and late submissions may result in rejection of application.

C. Communication

1. RFP Communication

All RFP documents will be uploaded through ZoomGrants.

The RFP Lead is the sole point of contact for this procurement. All communication regarding the subject matter of this opportunity between the proposers and PHSKC upon release of this RFP must be through ZoomGrants or RFP Lead, as follows:

Phillip Thompson RFP Lead

PhiThompson@kingcounty.gov

Any other communication will be considered unofficial and non-binding on PHSKC. Proposers are to rely on written statements issued by the RFP Lead. Communication directed to parties other than the RFP Lead on this opportunity may result in disqualification of the applicant.

2. Applicant Communication

Unless otherwise requested, letters and other transmittals pertaining to this RFP will be issued to the e-mail address noted in the proposals created within ZoomGrants. If other personnel should be contacted via e-mail in the evaluation of this proposal, or to be

notified of evaluation results, please complete the information in the area provided in ZoomGrants.

D. Application Assistance

Free application assistance (also known as technical assistance) is available to support organizations in applying to this RFP. The main purpose of this opportunity is to eliminate linguistic, cultural, and other barriers that might prevent organizations from seeking government funding.

Technical assistance (TA) consultants can:

- Assist in determining appropriate fit between your proposal and this funding opportunity.
- Provide guidance on how best to answer questions.
- Support your application development, including editing and budget review.
- Consultants are not grant writers but can support you in explaining your proposal in the most clear and concise way.

See **Attachment D** in the ZoomGrants library and/or the [BSK blog](#) for a list of TA consultants and their contact information. Organizations wishing to access application assistance should email the consultants directly. We encourage you to reach out to a TA consultant as early as possible. We cannot guarantee TA consultant availability within 5 business days of the deadline (the RFP's closing date). Assistance in languages other than English is available; let a TA consultant know your language need and BSK will try to accommodate that.

We encourage you to only contact one TA consultant at a time and allow them 24 hours to respond before contacting any other consultants.

E. Information Session for Applicants

Two (2) information sessions will be held at the dates and times indicated in the schedule. The information session will be via Zoom (connection details below). All prospective applicants are encouraged to attend; however, attendance is not mandatory.

Questions and answers from the information session or in subsequent communication with the RFP Lead will be provided in written form as an RFP amendment on ZoomGrants. Applicants are responsible to check ZoomGrants for any posted amendments to this RFP.

Webinar Information Sessions:

March 23, 2023. 4:00 pm – 5:00 pm. This is an online conference only. To join the presentation, <https://kingcounty.zoom.us/j/84465656643>
Meeting ID: 844 6565 6643

Find your local number: <https://kingcounty.zoom.us/j/84465656643>

March 30, 2023. 9:00 am – 10:00 am. This is an online conference only. To join the presentation, <https://kingcounty.zoom.us/j/89614041703>

III. RFP Overview

A. Lead and Toxics Background

The Public Health – Seattle & King County (PHSKC) Lead and Toxics Program (LTP) has been a recipient of BSK funds and grant funds from the Centers for Disease Control and Prevention (CDC) Childhood Lead Poisoning Prevention Program since 2017. With these funds, we have partnered with community-based organizations to raise awareness and strengthen systems to protect those most at risk of lead poisoning. **Focus communities at increased risk of lead exposure include, but are not limited to, Medicaid-eligible children and their families, immigrant and refugee families with young children, and Black, Indigenous, People of Color (BIPOC) families with young children.**

The objectives of LTP include:

- Increasing lead poisoning awareness in focus communities and among medical providers.
- Supporting communities in building the skills they need to prevent and address lead exposure.
- Identifying current and emerging sources of lead exposure in King County.
- Improving the policies and systems to better protect focus communities from lead.
- Increasing the number of children with lead poisoning who receive culturally responsive developmental services and care.

There is no safe level of lead exposure. For children, exposure to even a small amount of lead can cause health issues, including problems with learning and behavior, slowed growth, hearing problems, and anemia. Lead poisoning occurs when lead builds up in the body, often over months or years. The effects of lead poisoning can be permanent and may be hard to detect. The only way to tell if a child has lead poisoning is through a blood lead test. The most important things caregivers and parents, healthcare providers, and public health professionals can do are **1) prevent lead exposure by educating families about potential lead sources in the child's environment, 2) test children at risk of lead poisoning so exposure sources can be identified and removed from the child's environment, and 3) assure that children receive the follow-up care needed to live a healthy life.**

Lead exposures and focus communities in King County

Lead exposure can occur through breathing airborne dust particles, ingestion, and absorption of lead through the skin. Lead-based paint in buildings and homes built before 1978 is the primary source of lead poisoning for children. The American Community Survey Public Use Microdata Sample data indicate that among King County children under age 6, 46.3% lived in homes built before 1978. The rate was 40.4% in south King County and 58.7% in south Seattle. Soil around homes can also be a source of lead, especially homes located within the [Tacoma Smelter Plume](#), near

highways, or industrial sites.

Black children are disproportionately affected by lead poisoning as a result of institutionalized racism. [Environmental racism](#) is the result of institutional policies that lead to a disproportionate number of BIPOC communities being exposed to environmental hazards. Factors such as municipal policies, facility site planning, and land-use decisions can lead to this form of racism. Environmental racism is especially pervasive in Black communities because of historical redlining and segregation policies and practices. At the national level, young Black children, who are predominantly African American, continue to present with the highest average blood lead levels.¹ Limited King County data about blood lead levels in African American children in King County is available because the Washington Department of Health (DOH) has, until 2023, provided blood lead testing data only by race, not by ethnicity or preferred language. New [data collection guidelines](#) will improve our ability to focus interventions on children in King County who are most at risk for lead exposure.

Lead poisoning disproportionately impacts immigrants and refugees who resettle in the United States. Refugee children arriving in the United States have higher blood lead levels (BLL) than U.S.-born children, though this varies among sub-populations. Reports suggest that country of origin and country of last residence are strong predictors of BLLs among refugee and immigrant children. In some circumstances these children may experience a rise in BLLs after arriving and resettling in the United States. Several risk factors put immigrant and refugee children who are resettled in the U.S. at a higher risk for lead exposure. These include:

Environmental exposures. Immigrant and refugee children may be exposed to environmental lead hazards in their country of origin or upon moving to the US. These hazards include but are not limited to:

- Lead-based paint. Immigrant and refugee children may have previously lived in or resettled in housing containing lead-based paint.
- Living near areas with high levels of lead in soil. Leaded gasoline has only recently been phased out in much of the world. Immigrant and refugee children may currently or have previously lived in areas where high lead levels remain in the soil even in areas where leaded gasoline is no longer widely used.
- Burning of waste containing lead.
- Living near or working in areas with high industrial emissions such as mines, ammunition manufacturing, smelters, or battery recycling facilities.

Cultural practices, traditional medicines, and consumer products. Some cultural practices, traditional medicines, and household and personal use items are associated with increased BLLs, before and after U.S. arrival.

- Refugees and other newcomer populations may use or consume imported products contaminated with lead, such as traditional remedies, herbal supplements, spices, candies with lead in the wrappers, cosmetics, jewelry, and amulets.
- Car batteries used for household electricity outside the U.S., lead-glazed

¹ Yeter D, Banks EC, Aschner M. Disparity in Risk Factor Severity for Early Childhood Blood Lead among Predominantly African-American Black Children: The 1999 to 2010 US NHANES. *Int J Environ Res Public Health*. 2020 Feb 28;17(5):1552. doi: 10.3390/ijerph17051552. PMID: 32121216; PMCID: PMC7084658.

pottery, pewter or brass utensils or cooking pots, pressure cookers, leaded crystal, and chipped or cracked dishes may also be sources of lead exposure.

With funding from the Hazardous Waste Management Program in King County, Public Health Seattle & King County's Residential Services Program (RSP) offer in-home investigations to families who have a child, 15 or younger, whose blood lead level exceeds the CDC's blood lead reference value of 5 mcg/dl. During their in-home investigations, RSP has found a variety of products linked to childhood lead poisoning in King County. Products found with high levels of lead include ceramic dinner and cookware, aluminum cookware, food (chilis, spices, and candies) brought from other countries, soft plastic toys, plastic and metal jewelry (including items marketed to children), cosmetics, antiques, and some traditional medicines. Regulating lead in consumer products and food is an ongoing challenge.

The role of healthcare providers

Families that are eligible for Medicaid and other programs for low-income families often have fewer housing options and tend to live in older, under-maintained housing, which is more likely to contain lead paint hazards. All children enrolled in Medicaid are required to receive blood lead screening tests at ages 12 months and 24 months. In addition, any child enrolled in Medicaid between 24 and 72 months with no record of a previous blood lead screening test must receive one. Completion of a risk assessment questionnaire does not meet the Medicaid requirement. Despite the risks of lead exposure in our community, King County and Washington State rank near the bottom nationally for testing children for lead. WA Department of Health (DOH) data indicates that only about 30% Medicaid-eligible children under age 6 have received at least one blood lead test in King County. Common barriers to testing among providers include a lack of understanding of:

- Current sources of lead exposure,
- Lead screening and testing guidelines,
- Interpretation of blood lead levels,
- Best practices for treatment and referral.²

Increasing lead screening and testing in pediatric patients is crucial to ensure the health and safety of children. Research has shown that early intervention programs can improve academic outcomes of children with developmental delays. Similar programs have been shown to benefit the academic performance of children exposed to lead early in life. For children exposed to lead, effective referrals to culturally appropriate developmental services and follow-up from pediatric providers to assure that sources of lead in the child's environment have been removed and that blood lead levels are declining, must go together with increased blood lead testing. Healthcare providers are in a unique position to offer education and counseling during medical checkups that help families understand expected growth and development. They are also responsible for identifying and treating lead poisoning, and for

² Perkins, Alexandria "Barriers to Lead Screening Among Pediatric Providers in King County, WA"
<http://hdl.handle.net/1773/44801>

educating about and advocating for policies that protect children.³

B. The Request

The purpose of this RFP is to partner with a group or organization that will work with the healthcare provider community and with focus communities at increased risk of lead exposure to increase the number of children who are receiving appropriate blood lead testing and appropriate follow-up services. A group of collaborating organizations with an identified lead organization can apply as one applicant.

The RFP will fund up to two applicants (or groups of applicants) **to improve blood lead testing rates among focus communities. Focus communities include, but are not limited to, Medicaid-eligible children and their families, immigrant and refugee families with young children, and Black, Indigenous, People of Color (BIPOC) families with young children.**

Organizations interested in applying to work with the LTP do NOT need a background in lead and toxics work. Instead, we are looking for organizational partners with:

- A strong tie to pediatric providers and to the focus communities,
- A passion for environmental justice and health equity, and
- Experience working collaboratively to design community-driven programming.

1. Scope of Work

- Educate and engage pediatric providers about the importance of blood lead testing and effective referrals for developmental services using the [Washington Department of Health's blood lead testing guidelines](#).** Strengthen medical providers' knowledge of the needs and perspectives of focus communities by planning and implementing learning opportunities that center community voices and priorities, include community partners in developing and delivering provider education, and focus on providers serving children most at risk for lead exposure.
- Provide technical assistance to pediatric providers to facilitate implementation of quality improvement measures that increase blood lead testing rates and improve access to developmental services for lead poisoned children.** Work with pediatric providers to implement clinic changes that result in systemic practice changes, e.g., electronic medical record prompts that reflect Medicaid blood lead testing requirements and CDC blood lead testing recommendations, hosting regular blood lead testing events in community, creating clinic blood lead testing rate reports to monitor progress.
- Data Collection and Evaluation.** Data collection and evaluation is a core component of this work. Best Starts evaluators will lead evaluation efforts

³ Trisha Calabrese, et al. "An Innovative Approach to Increase Lead Testing by Pediatricians in Children, United States, 2019–2021", *American Journal of Public Health* 112, no. S7 (September 1, 2022): pp. S647-S650.

and will work with selected partners to understand their ability to collect and evaluate data; and to identify collection and evaluation goals. Groups or organizations selected as partners will have a large role in collecting and using data to inform their work. Applicants are encouraged to identify their capacity to collect and evaluate program data as well as the supports they may need to build capacity to collect and evaluate program data. When applicable, Best Starts can provide tailored training and capacity building supports to facilitate programs data collection and evaluation activities.

- d. Healthcare Action Group involvement.** LTP convened and funded a community-led Healthcare Action Group in spring of 2022, with plans for continued funding through 2024. The purpose of the Healthcare Action Group is to bring together organizations with a range of expertise and skills to develop innovative, community-focused, and culturally responsive approaches to prevent childhood lead poisoning. The Healthcare Action Group includes community-based organizations committed to increasing blood lead testing among children. The awardee must designate staff who will be an active and contributing member of the Healthcare Action Group (e.g., reporting to the Healthcare Action Group on project updates and collaborating with action group members on projects).
- e. Blood lead testing events.** Community partners have prioritized blood lead testing events as a strategy to increase access to testing. In collaboration with community partners, the awardee must include in their proposal a plan to implement blood lead testing events in focus communities. The awardee must take primary responsibility for all aspects of planning and coordination. This includes but is not limited to identification of a host site, partnership with the host institution, event promotion, event layout, securing blood lead testing supplies and equipment, providing all necessary staffing, and performing the blood lead test. Partners (e.g., clinic, community- and faith-based organizations) may assist with carrying out these activities, but the Awardee holds ultimate accountability for successful completion of activities. Applicants should indicate their target participation numbers in their project proposal. PHSKC requests that partners align with the following practices in their plan to implement these events:
 - 1. **Prioritize blood lead testing of focus communities at increased risk of lead exposure.** These include, but are not limited to, Medicaid-eligible children and their families, immigrant and refugee families with young children, and Black, Indigenous, People of Color (BIPOC) families with young children.
 - 2. **Effectively engage with community.** Coordinate with community-based leaders and organizations with connections focus populations. Ensure that communities are engaged in planning efforts from the outset. A commitment to compensate community for time and effort in these activities must be reflected in the proposed budget.
 - 3. **Address transportation and mobility.** Locate testing events near public transportation, whenever possible. Ensure that sites are fully ADA compliant, have plain language and accessible signage, and are easy to navigate and

comfortable for people of all abilities, including neurodivergent individuals who may need private spaces for blood lead testing.

4. **Ensure language access.** From early planning, language access should be a priority, including the availability of in-person and/or phone interpreters. Consider the languages most spoken in the focus geography and prioritize translation and interpretation for those languages. Provide ASL interpretation whenever needed.
5. **Provide blood lead testing and appropriate follow-up regardless of immigration or insurance status.** Ensure that immigration or insurance status are not barriers to receiving a blood lead test and appropriate follow-up including recommended monitoring of the child's blood lead levels and effective referrals for culturally appropriate developmental services, is provided.
6. **Adhere to all WA DOH [blood lead test reporting requirements](#).**
7. **Strive to achieve the highest turnout that each blood lead testing event can accommodate without compromising quality of service or cultural competency.** Use at least four outreach methods to promote each event. Community partners must be included (and compensated for) planning and creating outreach plans for each event and in determining which outreach methods will be most accessible to the beneficiary community. Outreach methods include but are not limited to: emails to intended households, radio PSAs, social media posts, targeted social media ads, promotion by traditional media (e.g., print, tv), postings in community calendars, announcements at large, in-person events (e.g., faith services), and flyers posted at high traffic community locations.

2. Focus Population(s)

This RFP focuses on educating and engaging pediatric providers and other medical personnel who serve children at increased risk of lead exposure. Focus communities at increased risk of lead exposure include, but are not limited to, Medicaid-eligible children and their families, immigrant and refugee families with young children, and Black, Indigenous, People of Color (BIPOC) families with young children.

3. Outcomes

This RFP strives to

- Increase the number of children who are tested for lead.
- Increase the number of children with blood lead levels higher than most children (3.5 mcg/dl and higher) who receive appropriate developmental services.

IV. Eligibility

This request for proposal is open to nonprofit organizations (including Federally Qualified Health Centers (FQHCs)), community-based organizations, tribes/tribal organizations, and public or governmental agencies serving communities in King County.

Ideal applicants will:

- Uphold and center community needs and interests in all decisions and recommendations.
- Seek to build relationships with community partners and strengthen existing relationships with partners serving the RFP focus communities, including organizations providing developmental services.
- Recognize the local impacts of historical and current systemic racism and structural violence.
- Understand the stigma present in many communities surrounding developmental differences in children.
- Know and understand the range of barriers families face when seeking pediatric care for their children.
- Be familiar with local healthcare systems, pediatric providers, and developmental service providers serving the RFP focus communities.
- Understand healthcare provider work practices, processes, and tools available to address deficits.
- Provide staff equitable compensation. Equitable pay may vary according to an organization's size, access to funding, history, and other factors, so this RFP will not impose a set dollar amount to define equitable pay. Instead, applicants will be asked to cultivate comprehensive plans to facilitate staff retention and demonstrate how they:
 - At a minimum, pay the living wage applicable to the geographic area where organization's staff work.
 - Offer incentives like bonuses and regularly scheduled performance-based raises.
 - Provide benefits, which may include, but are not limited to health, dental and vision insurance; paid time off (PTO); retirement plans; flexible schedules; and professional development.
 - Maintain justifiable pay gaps between the highest paid and lowest paid employees within the organization or group.

V. Available Funding

Any contract awarded from this procurement is contingent upon the availability of funding. Funds should be aligned with proposed strategies outlined in the application.

The total funding amount available for this RFP is approximately \$900,000 to support the work described in this RFP. The contract exhibit expected start date is June 1, 2023 with an end date no later than June 1, 2026 (36 months). Funding past June 2026 may be available via amendment or rebid through December 2027. To be eligible, the grantee must be successful in achieving annual performance targets and have demonstrated successful completion of the agreement expectations and deliverables. Official grantees will be notified at that time what options for additional funding might be available.

King County PHSKC reserves the right to not award all funds advertised in this RFP.

Applicants are expected to estimate and develop a 36-month budget substantiating proposed goals, activities, and outcomes. Awarded partners will be asked to submit an

updated budget each award year.

VI. Proposal Process

Responses are hereby solicited and will be received using the link below through ZoomGrants no later than 2:00 p.m. on May 8, 2023. Responders are responsible for regularly checking ZoomGrants for any updates, clarifications, or amendments.

Note: Applicants bear the risk that technical difficulties may result in late or undelivered applications. Therefore, applicants are encouraged to submit materials through ZoomGrants on a timely basis, and to reach out to ZoomGrants as noted on this RFP early in the process if encountering technical difficulties. If the issue cannot be addressed through ZoomGrants, then reach out to the RFP Lead as noted on this RFP.

VII. Proposal Assistance

Free application assistance (also known as technical assistance) is available to support organizations in applying to this RFP. The main purpose of this opportunity is to eliminate linguistic, cultural, and other barriers that might prevent organizations from seeking government funding.

Technical assistance consultants can:

- a. Assist in determining appropriate fit between your proposal and this funding opportunity.
- b. Provide guidance on how best to answer questions.
- c. Support your application development, including editing and budget review.
- d. Consultants are not grant writers but can support you in explaining your proposal in the most clear and concise way.

See Attachment D in the ZoomGrants library and/or the [BSK website](#) for a list of TA consultants and their contact information. Organizations wishing to access application assistance should email the consultants directly. We encourage you to reach out to a TA consultant as early as possible. We cannot guarantee TA consultant availability within 5 business days of the deadline (the RFP's closing date). Assistance in languages other than English is available; let a TA consultant know your language need and BSK will try to accommodate that.

We encourage you to only contact one TA consultant at a time and allow them 24 hours to respond before contacting any other consultants.

BSK Capacity Building Services

Once the contract is finalized, BSK grantees may receive free capacity building services from BSK-contracted consultants. The goal of BSK capacity building is to

support grantees' program and organizational development, implementation, and sustainability while being rooted in community strengths, needs, and values. Consultants provide resources and training along with individualized, responsive, and ongoing coaching and support. BSK capacity building consultants can also help BSK grantees create tools and build skills needed to meet BSK contract requirements. Categories of BSK capacity building support include board development, data & evaluation, equity & social justice, finance, human resources, IT, legal, marketing, and organizational development.

VIII. Selection Process

1. Rating Criteria

Submitted proposals will be reviewed strictly in accordance with the requirements stated in this RFP and any addenda issued.

All proposals received by the stated deadline will be reviewed by the RFP Lead to ensure that the proposals contain all the required information requested in the RFP. Only submitted proposals that meet the threshold requirements will be evaluated by the PHSKC designated review panel. Any applicant who does not meet the stated qualifications or any proposal that does not contain all the required information may be rejected as incomplete.

The RFP Lead may, at their sole discretion, contact the applicant for clarification of any portion of their proposal. Applicants should take every precaution to ensure that all answers are clear, complete, and directly address the specific requirements.

Proposals will be reviewed and evaluated by a review panel. The process for choosing projects will include evaluation of the narrative, accompanying documents, and potentially, interviews. Below are the application questions that will be reviewed in the evaluation process.

We have consultants available to provide support with the application process. If you are interested, please reach out to our Capacity Building Program Manager, Jorji Knickrehm at jknickrehm@kingcounty.gov

Unrated Questions

These questions will not be scored.

1. Which of the following describes the project you are proposing? We are proposing a new program
We are proposing to continue an existing program
We are proposing to expand an existing program
2. Are you currently a BSK-funded partner?

Budget

Please submit a 36-month budget for your proposed program including justification for costs in the Budget Narrative description.

Proposed 3-Year Program Budget

Item Description		2023		2024		2025
1.0 Personnel - Salaries & Benefits	USD\$		USD\$		USD\$	
2.0 Supplies and Service Total	USD\$		USD\$		USD\$	
3.0 Professional Development/Training	USD\$		USD\$		USD\$	
4.0 Program Equipment	USD\$		USD\$		USD\$	
5.0 Program Travel	USD\$		USD\$		USD\$	
6.0 Professional Services	USD\$		USD\$		USD\$	
7.0 Administrative / Indirect (up to 12%)	USD\$		USD\$		USD\$	
	USD\$		USD\$		USD\$	
	USD\$		USD\$		USD\$	
	USD\$		USD\$		USD\$	
Total USD\$ 0.00			Total USD\$ 0.00			Total USD\$ 0.00

- a. Budget Narrative: In the Budget Narrative section, please provide FTE information and a brief description of each staff position that will be funded through this BSK award. Provide any additional context regarding the amounts proposed in the other expense categories.
- b. Long form budget: complete the attached [long-form budget planning tool](#) which supports and includes line items to consider for more detailed budget planning (Attachment C). Completing and submitting Attachment E is NOT a substitute for completing the ZoomGrants budget section.

Rated Questions

These next 10 numbered questions will be scored. Please stay within the recommended word count of 200-500 words (per each numbered question).

Organization Information and Experience

3. Describe your organization, including mission and priorities, leadership and staff, and other relevant background/history.
4. Why is your organization well-positioned to deliver the proposed project? Consider factors such as:
 - a. Support from organizational leadership.
 - b. Experience delivering related services and completing project deliverables and project requirements on time and within budget.
 - c. Experience managing cross-sector projects with medical providers, clinics, community-based organizations and/or other healthcare agencies.
 - d. Relationships with the communities being served, healthcare providers and or others.

- e. Knowledge of local healthcare systems, work practices, process, and tools.

Program Goals, Activities & Outcomes

5. Who are you proposing to serve (focus population)? You may include healthcare system(s), community, race/ethnicity, income level, geographic area, age range, etc., in your description.
6. How were the communities you intend to serve involved in the development of your proposed goals, activities, and/or projected outcomes?
7. What do you propose to do? In your description, please describe:
 - a. How will your project work with healthcare providers to increase blood lead testing, treatment, and/or follow up care among children from this RFP's focus communities in King County?
 - b. How will your project work with healthcare providers to improve access to developmental services for children impacted by lead exposure?
 - c. How will your project facilitate implementation of lead-related quality improvement measures?
 - d. How will your project address the obstacles and challenges families experience accessing blood lead testing and developmental services for their children?
 - e. How will your project align with the strengths and values that families hold?
 - f. How will your project partner with community-based organization(s) and others who are also working to increase blood lead testing and referrals for children impacted by lead exposure in King County? (This should include, but not be limited to, participating in the Healthcare Action Group)
 - Be specific about the components of your project that community partners will be involved in and their responsibilities.
 - g. For the blood lead testing events, include details on how you will plan and implement the events and partners you propose to work with.
 - h. For the blood lead testing events, provide details on how your organization will assure that follow up care for participants who test above the blood lead reference value will be provided.
8. Please provide an outline of your proposed data collection plan. Note, this is a draft proposal based on the data you have access to and what you identify as important for tracking the project outcomes. If selected as an awardee, your organization will work with BSK staff to co-design a Performance Measures Plan using your proposed data collection plan. Your organization will be responsible for submitting all the agreed upon data but not evaluating the project.

Please describe:

- a. Project outcomes and what data you propose to collect to monitor progress on outcomes. How will you collect the data needed to monitor progress on the project outcomes and maintain compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- b. Describe your organization's experience collecting and monitoring health and program evaluation data, including performance measures, and partnering with community organizations to track data.

9. How will your organization structure and staff your project? Please describe:
 - a. A proposed timeline to plan and implement your program.
 - b. Number of staff, and their respective FTE, to be employed for the project.
 - c. Project leadership.
 - d. Leadership and staff responsibilities.
 - e. How this funding will be used to provide staff equitable pay⁴ and compensate community partners for participation in project work.

Community Engagement

10. How will you obtain and implement input from other organizations you may be collaborating with and individual participants who attend events/trainings, especially community-based organizations, in your project? Please specify:
 - a. The processes or strategies you will use.
 - b. The cultural norms or values that will influence your approach.
 - c. How will your organization's understanding of systemic racism inform your work with community partners.
 - d. How your organization ensures community and partner voices are considered throughout the entire project period.
 - e. Examples of how you've gathered and implemented partner organization feedback in the past.

Below are the selection criteria that will be used during the evaluation process.

CRITERIA		POINTS
EXPERIENCE	<ul style="list-style-type: none"> The applicant has demonstrated experience project managing cross-sector projects with relevant parties including medical providers, clinics, community-based organizations, and/or other healthcare agencies. The applicant has demonstrated experience completing project deliverables on time and meeting project requirements. The applicant describes demonstrated experience working with community-based partners on projects. The applicant demonstrates a knowledge of local healthcare systems, work practices, processes, and/or tools. 	25 points
ORGANIZATIONAL CAPACITY	<ul style="list-style-type: none"> The applicant will employ adequate staff to implement proposed activities successfully. The applicant has identified adequate financial and project management staff to meet the fiscal and program monitoring requirements (or a plan to access capacity building resources). The applicant has identified adequate resources for 	15 points

⁴ Please refer to Ideal Applicants in **Section IV** to see criteria defining equitable pay.

	<p>compensating community-based organizations for their partnership on the project.</p> <ul style="list-style-type: none"> • The applicant has an equitable plan for funding community partners for participation in the project 	
PROGRAM GOALS, ACTIVITIES, AND OUTCOMES	<ul style="list-style-type: none"> • The applicant is able to identify service gap(s) and need(s) in the community they are proposing to serve and describe how the proposed project will address the need(s). • The applicant clearly describes the outcomes they wish to see from their proposed activities. • Proposed activities clearly align with the goals described in the Scope of Work (p. 5) 	25 points
COMMUNITY ENGAGEMENT/COLLABORATION	<ul style="list-style-type: none"> • The applicant explains clearly and in detail how community voice was part of the planning and development of the proposal. • The applicant clearly describes how community will be involved in implementation and measuring the project impact. • The applicant clearly describes how their understanding of systemic racism will inform the project. • The applicant has experience: <ul style="list-style-type: none"> ○ Working collaboratively with community to develop culturally relevant programming, services, and/or resources. ○ Partnering and working in collaboration with other organizations to design an event, action plan, program, or other project deliverable. ○ Leading a successful collaborative project with community-based organizations and community members from diverse cultural and ethnic backgrounds. • The letter(s) of support are clear and include tailored and specific details about partnership and commitment to shared goals. 	25 points
PROGRAM RESULTS/EVALUATION	<ul style="list-style-type: none"> • Applicant demonstrates experience tracking data related to performance measures. • Applicant demonstrates experience tracking data in partnership with community organizations. • Applicant outlines a clear plan for collecting data and project outcomes to monitor and improve the proposed activities. 	10 points

BUDGET	<ul style="list-style-type: none"> Proposed budget costs are reasonable and justified Budget aligns with proposed activities including core expenses needed to implement the program (staffing, supplies, etc.) Up to 10% of the budget is assigned to evaluation activities. 	NOT SCORED
	Maximum Total Points	100

2. Review Process

Review panels may consist of King County staff, external subject matter experts, evaluators, community members, advisory board members, participants with past or current lived experience, and members or designees of the King County Council (who will serve as nonvoting members). PHSKC values the perspectives of community members, including those with lived experience. All efforts will be made to include a minimum of 2 individuals representing community. Following application review, applicants may be asked to participate in an interview with the review panel prior to final scoring of proposals.

The RFP review panel will score each proposal based on the rating criteria described in this RFP and will create a ranking of proposals based on highest to lowest score. The score will be a key factor used by the RFP rating panel to develop recommendations on the selection of proposals to the County.

3. Selection Process

Final selection of awardees will be made by King County division and department directors based upon recommendations from the review panel and based upon equity and geographic considerations to ensure services are congruent to funding priorities and community need. The PHSKC reserves the right to make such selections based on the best interests of King County, and as a result, may not select the highest scoring or lowest cost proposals for award, and it will execute contracts based upon the final selections.

4. Funding Allocation and Contract Negotiations

PHSKC anticipates that requests for funding from the pool of selected applicants may exceed the total dollar amount of funding available through this RFP. If this occurs, the County reserves the right to enter discussions with applicants to assess if proposed services and activities can be scaled to match the dollar amount offered by the County. If the proposal is not scalable, or the applicant rejects the dollar amount offered by the County, the County reserves the right, to withdraw the funding offer to the applicant, and enter discussions with other high-ranking RFP applicants. Contract negotiations and development will begin when a funding amount for each proposal has been reached between the applicant and the County.

IX. Glossary of Terms

A list of general procurement and contract definitions can be found here: [Contract Glossary](#). The definitions below are specific to this RFP¹¹:

Blood Lead Level is the amount of lead in blood, which is measured in micrograms of lead per deciliter of blood (µg/dL).

Blood Lead Reference Value. The Centers for Disease Control and Prevention (CDC) use a blood lead reference value (BLRV) of 3.5 micrograms per deciliter (µg/dL) to identify children with blood lead levels that are higher than most children's levels.

Community refers to a group of people who may share the same race, ethnicity, nationality, language, sexual orientation, or geographic location.

Community Based Organization (CBO) a public or private organization that is representative of a community or significant segments of a community and committed to a community's health, well-being, and empowerment and/or provides human services to individuals in the community.

Community Designed a process that is led by and follows an approach that is responsive to the unique **perspectives**, priorities, strengths, and goals of a community.

Community Informed refers to a process in which a group or organization leverages existing relationships with a community to gather their feedback and insight and, in turn, applies that feedback and insight to a process or program.

Contractor term used within the King County PHSKC Boilerplate Agreement, signifying the entity awarded funding in consideration for the performance of certain services and as described in the resulting contract.

Culturally Responsive entails adapting existing services or programs to meet the norms, traditions, and values of a specific community

Developmental Services provide early intervention for children from birth to three years old.

Equity means giving everyone what they need to be successful as opposed to equality which means treating everyone the same.

Quality Improvement is the framework used to systematically improve care by standardizing processes, reducing variation, achieving predictable results and improving outcomes for patients.

Racial Equity the condition that would be achieved if one's racial identity no longer predicted, in a statistical sense, how one fares. When we use the term, we are thinking about racial equity as one part of racial justice, and thus we also include work to address root causes of inequities not just their manifestation. This includes

elimination of policies, practices, attitudes, and cultural messages that reinforce differential outcomes by race or fail to eliminate them¹².

Referral a concrete action to connect families to the next appropriate service (e.g. further assessment, community resources) that can provide a comprehensive evaluation or support.

ZoomGrants an online application portal where applicants can access and view RFP information and submit bids for programs/services outlined in the RFP.

*Please note, the definitions listed here are specific to this RFP and may vary from definitions found elsewhere

X. List of Attachments

- A. Acceptance of Terms and Conditions
- B. Standard County Terms
- C. Long-Form Budget
- D. Technical Assistance for Applying for Funds

ACCEPTANCE OF POTENTIAL AGREEMENT TERMS AND CONDITIONS

All submitted RFA responses become public information and may be reviewed by anyone requesting to do so at the end of the selection process. RFA responses will become the property of King County and will not be returned to the Applicants.

Applications must include this RFA Response Cover Sheet, signed and dated by the President of the Board, Executive Director, or someone who has the full authority to legally bind the entity submitting the RFA response to the contents of the RFA response.

The selected Applicant will be required to enter into an Agreement with King County, which will be initiated by PHSKC. The department's standard agreement terms and conditions are included in this RFA as an Attachment. ***In order to receive the Agreement, Applicants to this RFA must indicate their acceptance of the Agreement's terms and conditions by checking the following box and signing their name.*** These terms and conditions are subject to change prior to execution of the actual Agreement.

- ☐ ***I understand the terms and conditions of the RFA and agree to meet the requirements of PHSKC if an award is made. All information provided in this Application is true and accurate to the best of my knowledge. Proposed program design and costs shall be valid until at least the end of the Applicant's current fiscal year. I have read the potential Agreement terms and conditions and do hereby accept them as presented. I understand that the actual Agreement will be sent subsequent to award for my signature.***

Signature

Date

Printed Name & Title

Applicant Information:

Organization Name:	
Address:	
Director Name:	

Primary Contact Information

Name and Title: _____

Email: _____ Phone: _____

Secondary Contact Information

Name and Title: _____

Email: _____ Phone: _____

**THIS PAGE MUST ACCOMPANY
YOUR SUBMITTAL.**

KING COUNTY TERMS AND CONDITIONS

1. **Agreement Term and Termination**

- A. This Agreement shall begin on the Agreement Start Date and shall terminate on the Agreement End Date as specified on page 1 of this Agreement, unless extended or terminated earlier, pursuant to the terms and conditions of the Agreement.
- B. This Agreement may be terminated by the County or the Recipient without cause, in whole or in part, prior to the Agreement End Date, by providing the other party thirty (30) days advance written notice of the termination. The Agreement may be suspended by the County without cause, in whole or in part, prior to the date specified in Subsection 1.A. above, by providing the Recipient thirty (30) days advance written notice of the suspension.
- C. The County may terminate or suspend this Agreement, in whole or in part, upon seven (7) days advance written notice if: (1) the Recipient breaches any duty, obligation, or service required pursuant to this Agreement, or (2) the duties, obligations, or services required herein become impossible, illegal, or not feasible. If the Agreement is terminated by the County pursuant to this Subsection 1.C. (1), the Recipient shall be liable for damages.

If the termination results from acts or omissions of the Recipient, including but not limited to misappropriation, nonperformance of required services, or fiscal mismanagement, the Recipient shall return to the County immediately any funds, misappropriated or unexpended, which have been paid to the Recipient by the County.

- D. If expected or actual funding is withdrawn, reduced, or limited in any way prior to the termination date set forth above in Subsection 1.A., the County may, upon seven business days advance written notice to the Recipient, terminate or suspend this Agreement in whole or in part.

If the Agreement is terminated or suspended as provided in this Section: (1) the County will be liable only for payment in accordance with the terms of this Agreement for services rendered prior to the effective date of termination or suspension; and (2) in the case of termination the Recipient shall be released from any obligation to provide such further services pursuant to the Agreement; and (3) in the case of suspension the Recipient shall be released from any obligation to provide services during the period of suspension and until such time as the County provides written authorization to resume services..

Funding or obligation under this Agreement beyond the current appropriation year is conditional upon appropriation by the County Council of sufficient funds to support the activities described in the Agreement. If such appropriation is not approved, this Agreement will terminate at the close of the current appropriation year.

- E. Nothing herein shall limit, waive, or extinguish any right or remedy provided by this Agreement or by law that either party may have in the event that the obligations, terms, and conditions set forth in this Agreement are breached by the other party.

2. **Compensation and Method of Payment**

- A. The County shall compensate the Recipient for satisfactory completion of the services and requirements specified in this Agreement payable upon receipt and approval by the County of a signed invoice in substantially the form of the attached Invoice Exhibit, in accordance with the terms found in the attached Budget Exhibit.
- B. The Recipient shall submit an invoice and all accompanying reports as specified in the attached exhibits not more than 15 working days after the close of each indicated reporting period. The

County shall make payment to the Recipient not more than 30 days after a complete and accurate invoice is received.

- C. The Recipient shall submit its final invoice and all outstanding reports within 30 days of the date this Agreement terminates. If the Recipient's final invoice and reports are not submitted by the day specified in this subsection, the County will be relieved of all liability for payment to the Recipient of the amounts set forth in said invoice or any later invoice.
- D. When a budget is attached hereto as an exhibit, the Recipient shall apply the funds received from the County under this Agreement in accordance with said budget. The Agreement may contain separate budgets for separate program components. The Recipient shall request prior approval from the County for an amendment to this Agreement when the cumulative amount of transfers among the budget categories is expected to exceed 10% of the Agreement amount in any Agreement budget. Supporting documents necessary to explain fully the nature and purpose of the amendment must accompany each request for an amendment. Cumulative transfers between budget categories of 10% or less need not be incorporated by written amendment; however, the County must be informed immediately in writing of each such change.
- E. Should, in the sole discretion of the County, the Recipient not timely expend funds allocated under this Agreement, the County may recapture and reprogram any such under-expenditures unilaterally and without the need for further amendment of this Agreement. The County may unilaterally make changes to the funding source without the need for an amendment. The Recipient shall be notified in writing of any changes in the fund source or the recapturing or reprogramming of under expenditures.
- F. If travel costs are contained in the attached budget, reimbursement of Recipient travel, lodging, and meal expenses are limited to the eligible costs based on the following rates and criteria.
 - 1. The mileage rate allowed by King County shall not exceed the current Internal Revenue Service (IRS) rates per mile as allowed for business related travel. The IRS mileage rate shall be paid for the operation, maintenance and depreciation of individually owned vehicles for that time which the vehicle is used during work hours. Parking shall be the actual cost. When rental vehicles are authorized, government rates shall be requested. If the Recipient does not request government rates, the Recipient shall be personally responsible for the difference. Please reference the federal web site for current rates: <http://www.gsa.gov>.
 - 2. Reimbursement for meals shall be limited to the per diem rates established by federal travel requisitions for the host city in the Code of Federal Regulations, 41 CFR § 301, App.A. Please reference <http://www.gsa.gov> for the current host city per diem rates.
 - 3. Accommodation rates shall not exceed the federal lodging limit plus host city taxes. The Recipient shall always request government rates.
 - 4. Air travel shall be by coach class at the lowest possible price available at the time the County requests a particular trip. In general, a trip is associated with a particular work activity of limited duration and only one round-trip ticket, per person, shall be billed per trip. Any air travel occurring as part of a federal grant must be in accordance with the Fly America Act.

3. Internal Control and Accounting System

The Recipient shall establish and maintain a system of accounting and internal controls that complies with the generally accepted accounting principles issued by the Financial Accounting Standards Board (FASB), the Governmental Accounting Standards Board (GASB), or both as is applicable to the Recipient's form of incorporation.

4. Debarment and Suspension Certification

Entities that are debarred, suspended, or proposed for debarment by the U.S. Government are excluded from receiving federal funds and contracting with the County. The Recipient, by signature to this Agreement, certifies that the Recipient is not currently debarred, suspended, or proposed for debarment by any Federal department or agency. The Recipient also agrees that it will not enter into a sub-agreement with a person or entity that is debarred, suspended, or proposed for debarment. The Recipient will notify King County if it, or a sub-awardee, is debarred, suspended, or proposed for debarment by any Federal department or agency.

5. Maintenance of Records/Evaluations and Inspections

- A. The Recipient shall maintain for a period of six years after termination of this Agreement accounts and records, including personnel, property, financial, and programmatic records and other such records the County may deem necessary to ensure proper accounting for all Agreement funds and compliance with this Agreement.
- B. In accordance with the nondiscrimination and equal employment opportunity requirements set forth in Section 13. below, the Recipient shall maintain the following for a period of six years after termination of this Agreement:
 - 1. Records of employment, employment advertisements, application forms, and other pertinent data, records and information related to employment, applications for employment or the administration or delivery of services or any other benefits under this Agreement; and
 - 2. Records, including written quotes, bids, estimates or proposals submitted to the Recipient by all entities seeking to participate on this Agreement, and any other information necessary to document the actual use of and payments to sub-awardees and suppliers in this Agreement, including employment records.

The County may visit the site of the work and the Recipient's office to review these records. The Recipient shall provide all help requested by the County during such visits and make the foregoing records available to the County for inspection and copying. At all reasonable times, the Recipient shall provide to the County, state, and/or federal agencies or officials, access to its facilities—including those of any sub-awardee assigned any portion of this Agreement in order to monitor and evaluate the services provided under this Agreement. The County will give reasonable advance notice to the Recipient in the case of audits to be conducted by the County. The Recipient shall comply with all record keeping requirements of any applicable federal rules, regulations or statutes included or referenced in the Agreement documents. If different from the Recipient's address listed above, the Recipient shall inform the County in writing of the location, of its books, records, documents, and other evidence for which review is sought and shall notify the County in writing of any changes in location within ten (10) working days of any such relocation.

- C. The records listed in A and B above shall be maintained for a period of six (6) years after termination of this Agreement. The records and documents with respect to all matters covered by this Agreement shall be subject at all time to inspection, review, or audit by the County and/or federal/state officials so authorized by law during the performance of this Agreement and six (6) years after termination hereof, unless a longer retention period is required by law.
- D. Medical records shall be maintained and preserved by the Recipient in accordance with state and federal medical records statutes, including but not limited to RCW 70.41.190, 70.02.160, and standard medical records practice. If the Recipient ceases operations under this Agreement, the Recipient shall be responsible for the disposition and maintenance of such medical records.

- E. The Recipient agrees to cooperate with the County or its agent in the evaluation of the Recipient's performance under this Agreement and to make available all information reasonably required by any such evaluation process. The results and records of said evaluations shall be maintained and disclosed in accordance with RCW Chapter 42.56.
- F. The Recipient agrees that all information, records, and data collected in connection with this Agreement shall be protected from unauthorized disclosure in accordance with applicable state and federal law.

6. Compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA)

The Recipient shall not use protected health information created or shared under this Agreement in any manner that would constitute a violation of HIPAA and any regulations enacted pursuant to its provisions. Recipient shall read and certify compliance with all HIPAA requirements at <http://www.kingcounty.gov/depts/health/partnerships/contracts.aspx>.

7. Financial Reports and Audits

Recipient is required to submit a financial reporting package as described in A through C below. All required documentation must be submitted by email to MonitoringTechnicalSupport@kingcounty.gov by the stated due date.

- A. If the Recipient is a Non-Federal entity as defined in 2 CFR Part 200.69, and expends \$750,000 or more in Federal awards during the its fiscal year, then the Recipient shall meet the audit requirements as described in 2 CFR Part 200 Subpart F. Audit packages are due to the County within nine months after the close of the Recipient's fiscal year.
- B. If the Recipient is not subject to the requirements in subsection A, the following apply:

Entity Type	Non-Profit		For Profit	
Gross Revenue	Gross Revenue Under <u>\$3M</u> on average in the previous three fiscal years.	Gross Revenue Over <u>\$3M</u> on average in the previous three fiscal years.	Gross Revenue Under <u>\$3M</u> on average in the previous three fiscal years.	Gross Revenue Over <u>\$3M</u> on average in the previous three fiscal years.
Required Documentation	<ul style="list-style-type: none"> Form 990 within 30 days of its being filed; and A full set of annual internal financial statements 	Audited financial statements prepared by an independent Certified Public Accountant or Accounting Firm	<ul style="list-style-type: none"> Income tax return; and A full set of annual internal financial statements 	Audited financial statements prepared by an independent Certified Public Accountant or Accounting Firm
Due Date	Within 30 calendar days from the forms being filed.	Within 9 months following the close of the Recipient's fiscal year.	Within 30 calendar days from the forms being filed.	Within 9 months following the close of the Recipient's fiscal year.

- C. Waiver

A Recipient that is not subject to the requirements in subsection A may request, and in the County's sole discretion be granted, a waiver of the audit requirements. If approved by the County, the Recipient may substitute for the above requirements other forms of financial reporting or fiscal representation certified by the Recipient's Board of Directors.

- D. The County may require additional audit or review requirements and the Recipient will be required to comply with any such requirements.

8. Corrective Action

If the County determines that the Recipient has failed to comply with any terms or conditions of this Agreement or the Recipient has failed to provide in any manner the work or services (each a "breach"), and if the County determines that the breach warrants corrective action, the following procedure will apply:

- A. The County will notify the Recipient in writing of the nature of the breach.
- B. The Recipient shall respond with a written corrective action plan within ten (10) working days of its receipt of such notification, unless the County, at its sole discretion, extends in writing the response time. The plan shall indicate the steps being taken to correct the specified breach and shall specify the proposed completion date for curing the breach, which shall not be more than thirty (30) days from the date of the Recipient's response, unless the County, at its sole discretion, specifies in writing an extension to complete the corrective actions.
- C. The County will notify the Recipient in writing of the County's determination as to the sufficiency of the Recipient's corrective action plan. The determination of sufficiency of the Recipient's corrective action plan shall be at the sole discretion of the County.
- D. If the Recipient does not respond within the appropriate time with a corrective action plan, or the Recipient's corrective action plan is determined by the County to be insufficient, the County may terminate or suspend this Agreement in whole or in part pursuant to Section 1.
- E. In addition, the County may withhold any payment owed the Recipient or prohibit the Recipient from incurring additional obligations of funds until the County is satisfied that corrective action has been taken or completed.
- F. Nothing herein shall be deemed to affect or waive any rights the parties may have pursuant to Section 1., Subsections B, C, D, and E.

9. Dispute Resolution

The parties shall use their best, good-faith efforts to cooperatively resolve disputes and problems that arise in connection with this Agreement. Both parties will make a good faith effort to continue without delay to carry out their respective responsibilities under this Agreement while attempting to resolve the dispute under this section.

10. Hold Harmless and Indemnification

- A. Duties as Independent Contractor:

In providing services under this Agreement, the Recipient is an independent contractor, and neither it nor its officers, agents, or employees are employees of the County for any purpose. The Recipient shall be responsible for all federal and/or state tax, industrial insurance, and Social Security liability that may result from the performance of and compensation for these services and shall make no claim of career service or civil service rights which may accrue to a County employee under state or local law.

The County assumes no responsibility for the payment of any compensation, wages, benefits, or taxes, by, or on behalf of the Recipient, its employees, and/or others by reason of this Agreement. The Recipient shall protect, indemnify, defend and save harmless the County, its officers, agents,

and employees from and against any and all claims, costs, and/or losses whatsoever occurring or resulting from (1) the Recipient's failure to pay any such compensation, wages, benefits, or taxes, and/or (2) the supplying to the Recipient of work, services, materials, or supplies by Recipient employees or other suppliers in connection with or support of the performance of this Agreement.

B. Recipient's Duty to Repay County:

The Recipient further agrees that it is financially responsible for and will repay the County all indicated amounts following an audit exception which occurs due to the negligence, intentional act, and/or failure, for any reason, to comply with the terms of this Agreement by the Recipient, its officers, employees, agents, and/or representatives. This duty to repay the County shall not be diminished or extinguished by the prior termination of the Agreement pursuant to the Term and Termination section.

C. Recipient Indemnifies County:

The Recipient shall protect, defend, indemnify, and save harmless the County, its officers, employees, and agents from any and all costs, claims, judgments, and/or awards of damages, arising out of, or in any way resulting from, the negligent acts or omissions of the Recipient, its officers, employees, sub-awardees and/or agents, in its performance or non-performance of its obligations under this Agreement. The Recipient agrees that its obligations under this subparagraph extend to any claim, demand, and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, the Recipient, by mutual negotiation, hereby waives, as respects the County only, any immunity that would otherwise be available against such claims under any industrial insurance act, including Title 51 RCW, other Worker's Compensation Act, Disability Benefit Act, or other employee benefit act of any jurisdiction which would otherwise be applicable in the case of such claim. In addition, the Recipient shall protect and assume the defense of the County and its officers, agents and employees in all legal or claim proceedings arising out of, in connection with, or incidental to its indemnity obligation; and shall pay all defense expenses, including reasonable attorneys' fees, expert fees and costs incurred by the County on account of such litigation or claims. If the County incurs any judgment, award, and/or cost arising therefrom including attorneys' fees to enforce the provisions of this article, all such fees, expenses, and costs shall be recoverable from the Recipient.

D. County Indemnifies Recipient:

The County shall protect, defend, indemnify, and save harmless the Recipient, its officers, employees, and agents from any and all costs, claims, judgments, and/or awards of damages, arising out of, or in any way resulting from, the sole negligent acts or omissions of the County, its officers, employees, and/or agents, in its performance and/or non-performance of its obligations under this Agreement. The County agrees that its obligations under this subparagraph extend to any claim, demand, and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, the County, by mutual negotiation, hereby waives, as respects the Recipient only, any immunity that would otherwise be available against such claims under the Industrial Insurance provisions of Title 51 RCW. In the event the Recipient incurs any judgment, award, and/or cost arising therefrom including attorneys' fees to enforce the provisions of this article, all such fees, expenses, and costs shall be recoverable from the County.

E. Intellectual Property Infringement:

For purposes of this section, claims shall include, but not be limited to, assertions that use or transfer of software, book, document, report, film, tape, or sound reproduction or material of any kind, delivered hereunder, constitutes an infringement of any copyright, patent, trademark, trade name, and/or otherwise results in unfair trade practice.

- F. The indemnification, protection, defense and save harmless obligations contained herein shall survive the expiration, abandonment or termination of this Agreement.

11. Insurance Requirements

The Recipient shall procure and maintain for the term of this Agreement, insurance covering King County as an additional insured, against claims for injuries to persons or damages to property which may arise from, or in connection with, the performance of work hereunder by the Recipient, its agents, representatives, employees, and/or sub-awardees. The costs of such insurance shall be paid by the Recipient or sub-awardee. The Recipient may furnish separate certificates of insurance and policy endorsements for each sub-awardee as evidence of compliance with the insurance requirements of this Agreement. The Recipient is responsible for ensuring compliance with all of the insurance requirements stated herein. Failure by the Recipient, its agents, employees, officers, sub-awardee, providers, and/or provider sub-awardees to comply with the insurance requirements stated herein shall constitute a material breach of this Agreement. Specific coverages and requirements are at <http://www.kingcounty.gov/depts/health/partnerships/contracts.aspx>. The Recipient shall read and provide required insurance documentation prior to the signing of this Agreement.

12. Assignment/Sub-agreements

- A. The Recipient shall not assign or sub-award any portion of this Agreement or transfer or assign any claim arising pursuant to this Agreement without the written consent of the County. Said consent must be sought in writing by the Recipient not less than fifteen (15) days prior to the date of any proposed assignment.
- B. "Sub-agreement" shall mean any agreement between the Recipient and a sub-awardee or between sub-awardees that is based on this Agreement, provided that the term "sub-awardee" does not include the purchase of (1) support services not related to the subject matter of this Agreement, or (2) supplies.
- C. The Recipient shall include Sections 2.D., 2.E., 3, 4, 5, 6, 10.A., 10.B., 10.F., 12, 13, 14, 15, 16, 17, 23, 24, 26, and the Funder's Special Terms and Conditions, if attached, in every sub-agreement or purchase agreement for services that relate to the subject matter of this Agreement.
- D. The Recipient agrees to include the following language verbatim in every sub-agreement for services which relate to the subject matter of this Agreement:
- "Sub-awardee shall protect, defend, indemnify, and hold harmless King County, its officers, employees and agents from any and all costs, claims, judgments, and/or awards of damages arising out of, or in any way resulting from the negligent act or omissions of sub-awardee, its officers, employees, and/or agents in connection with or in support of this Agreement. Sub-awardee expressly agrees and understands that King County is a third party beneficiary to this Agreement and shall have the right to bring an action against sub-awardee to enforce the provisions of this paragraph."

13. Nondiscrimination; Equal Employment Opportunity; Payment of a Living Wage

The Recipient shall comply with all applicable federal, state and local laws regarding discrimination, including those set forth in this Section.

- A. During performance of the Agreement, the Recipient shall not discriminate against any employee or applicant for employment because of the employee's or applicant's sex, race, color, marital status, national origin, religious affiliation, disability, sexual orientation, gender identity or expression or age except by minimum age and retirement provisions, unless based upon a bona fide occupational qualification. The Recipient will make equal employment opportunity efforts to ensure that applicants and employees are treated, without regard to their sex, race, color, marital status, national origin, religious affiliation, disability, sexual orientation, gender identity or expression or age. Additional

requirements are at <http://www.kingcounty.gov/depts/health/partnerships/contracts.aspx>. The Recipient shall read and certify compliance.

B. Requirements of King County Living Wage Ordinance

In accordance with King County Ordinance 17909, for agreements for services with an initial or amended value of \$100,000 or more, the Recipient shall pay and require all sub-awardees and subcontractors to pay a living wage as described in the ordinance to employees for each hour the employee performs a Measurable Amount of Work on this Agreement. The requirements of the ordinance, including payment schedules, are detailed at <https://kingcounty.gov/depts/finance-business-operations/procurement/about-us/Living-Wage.aspx>.

Violations of this requirement may result in disqualification of the Recipient from bidding on or being awarded a County agreement or contract for up to two years; contractual remedies including, but not limited to, liquidated damages and/or termination of the Agreement; remedial action as set forth in public rule; and other civil remedies and sanctions allowed by law. For purposes of this Section, a “Measurable Amount of Work” is defined as a definitive allocation of an employee’s time that can be attributed to work performed under this Agreement, but that is not less than a total of one hour in any one week period.

14. Conflict of Interest

- A. The Recipient shall comply with applicable provisions of K.C.C. 3.04. Failure to comply with such requirements shall be a material breach of this Agreement, and may result in termination of this Agreement and subject the Recipient to the remedies stated in this contract, or otherwise available to the County at law or in equity.
- B. The Recipient agrees, pursuant to K.C.C. 3.04.060, that it will not willfully attempt to secure preferential treatment in its dealings with the County by offering any valuable consideration, thing of value or gift, whether in the form of services, loan, thing or promise, in any form to any County official or employee. The Recipient acknowledges that if it is found to have violated the prohibition found in this paragraph, its current Agreements with the County will be cancelled and it shall not be able to bid on any County Agreement for a period of two years.
- C. The Recipient acknowledges that for one year after leaving County employment, a former County employee may not have a financial or beneficial interest in an agreement or grant that was planned, authorized, or funded by a County action in which the former County employee participated during County employment. Recipient shall identify at the time of offer current or former County employees involved in the preparation of proposals or the anticipated performance of Work if awarded the Agreement. Failure to identify current or former County employees involved in this transaction may result in the County’s denying or terminating this Agreement. After Agreement award, the Recipient is responsible for notifying the County’s Project Manager of current or former County employees who may become involved in the Agreement any time during the term of the Agreement.

15. Equipment Purchase, Maintenance, and Ownership

Funder’s requirements may take precedence over this section as applicable.

- A. The Recipient agrees that any equipment purchased, in whole or in part, with Agreement funds at a cost of \$5,000 per item or more (hereinafter referred to as “Equipment”), is upon its purchase or receipt the property of the County and/or federal/state government. The Recipient shall be responsible for all such property, including the proper care and maintenance of the Equipment.
- B. The Recipient shall ensure that all such Equipment will be returned to the County or federal/state government upon termination of this Agreement unless otherwise agreed upon by the parties.

- C. All Equipment not listed as a budget line item purchased under this Agreement requires prior written approval from the County.
- D. All Equipment purchased under this Agreement shall be recorded and tagged as an asset in inventory and reported to the County.

16. Proprietary Rights

A. Ownership Rights of Materials Resulting from Agreement:

Except as indicated below or as described in an Exhibit, the parties to this Agreement hereby mutually agree that if any patentable or copyrightable material or article should result from the work described herein, all rights accruing from such material or article shall be the sole property of the County. To the extent that any rights in such materials vest initially with the Recipient by operation of law or for any other reason, the Recipient hereby perpetually and irrevocably assigns, transfers and quitclaims such rights to the County. The County agrees to and does hereby grant to the Recipient, a nonexclusive, and royalty-free license to use, and create derivative works, according to law, any material or article and use any method that may be developed as part of the work under this Agreement.

B. Ownership Rights of Previously Existing Materials:

The Recipient shall retain all ownership rights in any pre-existing patentable or copyrightable materials or articles that are delivered under this Agreement, but do not originate from the work described herein. The Recipient agrees to and does hereby grant to the County a perpetual, irrevocable, nonexclusive, and royalty-free license to use and create derivative works, according to law, any pre-existing material or article and use any method that may be delivered as part of the work under this Agreement.

C. Continued Ownership Rights:

The Recipient shall sign all documents and perform other acts as the County deems necessary to secure, maintain, renew, or restore the rights granted to the County as set forth in this section.

17. Political Activity Prohibited

None of the funds, materials, property, or services provided directly or indirectly under this Agreement shall be used for any partisan political activity or to further the election or defeat of any candidate for public office.

18. King County Recycled Product Procurement Policy

In accordance with King County Code 18.20, the Recipient shall use recycled paper, and both sides of sheets of paper whenever practicable, when submitting proposals, reports, and invoices, if paper copies are required.

19. Future Support

The County makes no commitment to support the services under this Agreement and assumes no obligation for future support of the activity under this Agreement except as expressly set forth in this Agreement.

20. Entire Agreement/Waiver of Default

The parties agree that this Agreement is the complete expression of described subject matter, and any oral or written representations or understandings not incorporated herein are excluded. Both parties recognize that time is of the essence in the performance of the provisions of this Agreement. Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of the Agreement shall not be deemed to be a waiver of any other or subsequent breach and

shall not be construed to be a modification of the terms of the Agreement unless stated to be such through written approval by the County, which shall be attached to the original Agreement.

21. Amendments

Either party may request changes to this Agreement. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

22. Notices

Whenever this Agreement provides for notice by one party to another, such notice shall be in writing and directed to the Recipient contact and the project representative of the County department specified on page one of this Agreement. Any time within which a party must take some action shall be computed from the date that the notice is received by that party.

23. Services Provided in Accordance with Law and Rule and Regulation

The Recipient and any sub-awardee agree to abide by the laws of the state of Washington, rules and regulations promulgated thereunder, and regulations of the state and federal governments, as applicable, which control disposition of funds granted under this Agreement, all of which are incorporated herein by reference.

If there is a conflict between any of the language contained in any exhibit or attachment to this Agreement, the language in the Agreement shall have control over the language contained in the exhibit or the attachment, unless the parties affirmatively agree in writing to the contrary.

24. Applicable Law

This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington. The venue for any action hereunder shall be in the Superior Court for King County, Washington.

25. Electronic Processing and Signatures

The parties agree that this Agreement may be processed and signed electronically, which if done so, will be subject to additional terms and conditions found at <https://www.docusign.com/company/terms-of-use>.

The parties acknowledge that they have consulted with their respective attorneys and have had the opportunity to review this Agreement. Therefore, the parties expressly agree that this Agreement shall be given full force and effect according to each and all of its express terms and provisions and the rule of construction that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement.

The parties executing this Agreement electronically have authority to sign and bind its represented party to this Agreement.

26. No Third Party Beneficiaries

Except for the parties to whom this Agreement is assigned in compliance with the terms of this Agreement, there are no third party beneficiaries to this Agreement, and this Agreement shall not impart any rights enforceable by any person or entity that is not a party hereto.

END OF COUNTY TERMS AND CONDITIONS



Attachment C Long-Form Budget

Instructions:

FOR BUDGET COMPLETION, populate the blue cells with relevant budget information for expense category and provide the proposed cost in columns E-G

Organization Name:

Program Name:

BUDGET

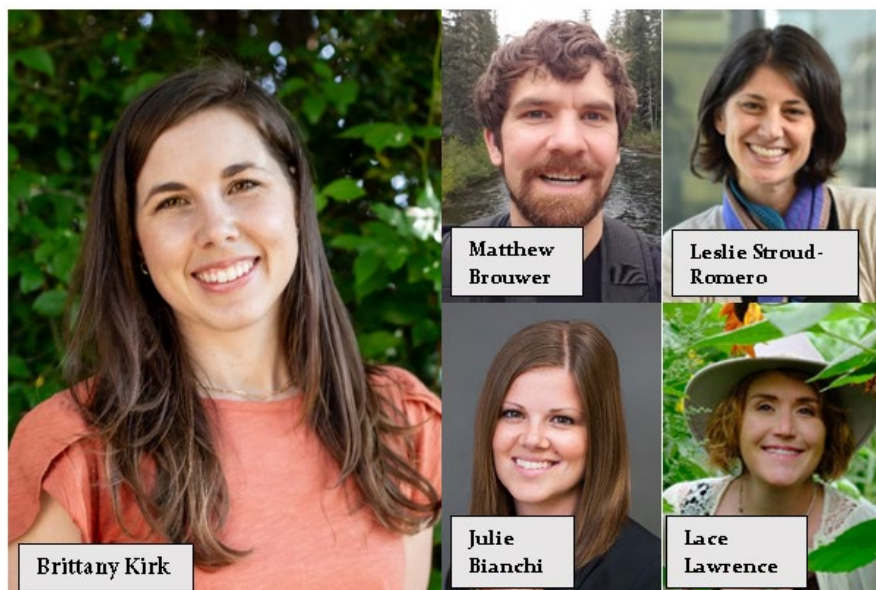
Line Item - use categories as needed				Aug 2023 - Aug 2024 Budget	Aug 2024 - Aug 2025 Budget	Aug 2025 - Aug 2026 Budget	Total
1.0 Personnel				\$0.00	\$0.00	\$0.00	\$0.00
1a Personnel - Salaries	FTE	Salary		\$0.00	\$0.00	\$0.00	\$0.00
Position A Title				\$0.00	\$0.00	\$0.00	\$0.00
Position B Title				\$0.00	\$0.00	\$0.00	\$0.00
Position C Title				\$0.00	\$0.00	\$0.00	\$0.00
Position D Title				\$0.00	\$0.00	\$0.00	\$0.00
Position E Title				\$0.00	\$0.00	\$0.00	\$0.00
Position F Title				\$0.00	\$0.00	\$0.00	\$0.00
Position G Title				\$0.00	\$0.00	\$0.00	\$0.00
1b Personnel - Taxes and Benefits				\$0.00	\$0.00	\$0.00	\$0.00
Federal Withholdings (SSI, Medicaid, etc)				\$0.00	\$0.00	\$0.00	\$0.00
State Withholdings (L&I, ESD, etc)				\$0.00	\$0.00	\$0.00	\$0.00
Employee Health Insurance				\$0.00	\$0.00	\$0.00	\$0.00
Employee Pension/401K Contributions				\$0.00	\$0.00	\$0.00	\$0.00
Other Employee Benefits				\$0.00	\$0.00	\$0.00	\$0.00
2.0 Supplies and Services Total				\$0.00	\$0.00	\$0.00	\$0.00
Program Supplies				\$0.00	\$0.00	\$0.00	\$0.00
Postage				\$0.00	\$0.00	\$0.00	\$0.00
Printing				\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies				\$0.00	\$0.00	\$0.00	\$0.00
Software Licenses and Maintenance				\$0.00	\$0.00	\$0.00	\$0.00
Telecommunications & Technology (<i>direct</i>)				\$0.00	\$0.00	\$0.00	\$0.00
Subscriptions				\$0.00	\$0.00	\$0.00	\$0.00
Utilities (<i>direct</i>)				\$0.00	\$0.00	\$0.00	\$0.00
Rent (<i>direct</i>)				\$0.00	\$0.00	\$0.00	\$0.00
Other Goods and Services				\$0.00	\$0.00	\$0.00	\$0.00
3.0 Professional Development/Training				\$0.00	\$0.00	\$0.00	\$0.00
Training Fees				\$0.00	\$0.00	\$0.00	\$0.00

	Conferences	\$0.00	\$0.00	\$0.00	\$0.00
	Meeting Expenses	\$0.00	\$0.00	\$0.00	\$0.00
	Other Professional Development	\$0.00	\$0.00	\$0.00	\$0.00
	Other	\$0.00	\$0.00	\$0.00	\$0.00
4.0	Program Equipment	\$0.00	\$0.00	\$0.00	\$0.00
	Item A	\$0.00	\$0.00	\$0.00	\$0.00
	Item B	\$0.00	\$0.00	\$0.00	\$0.00
	Item C	\$0.00	\$0.00	\$0.00	\$0.00
5.0	Program Travel	\$0.00	\$0.00	\$0.00	\$0.00
	Mileage (miles X cost)	\$0.00	\$0.00	\$0.00	\$0.00
	Lodging	\$0.00	\$0.00	\$0.00	\$0.00
	Meals	\$0.00	\$0.00	\$0.00	\$0.00
	Other Transportation	\$0.00	\$0.00	\$0.00	\$0.00
6.0	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00
	Financial Services	\$0.00	\$0.00	\$0.00	\$0.00
	Computer/Information Services	\$0.00	\$0.00	\$0.00	\$0.00
	Marketing Services	\$0.00	\$0.00	\$0.00	\$0.00
	Communication Services	\$0.00	\$0.00	\$0.00	\$0.00
	Other Professional Services	\$0.00	\$0.00	\$0.00	\$0.00
	Other Professional Services	\$0.00	\$0.00	\$0.00	\$0.00
7.0	Administrative/Indirect (up to 12%)	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00

***Please describe your process for allocating shared costs to this award (e.g., allocating rent for office space based on FTE)**

***Please identify your other sources of funding for this project -- source, amount, and whether secured or anticipated:**

Technical Assistance (TA) Consultants



Brittany Kirk Nonprofit Consulting

Brittany Kirk believes that thoughtfully prepared and strategically managed grant applications can be meaningful catalysts to collaboration, program development, community impact, and organizational sustainability. Brittany and her team have worked with more than 70 diverse nonprofits across a wide spectrum of missions including health and nutrition,

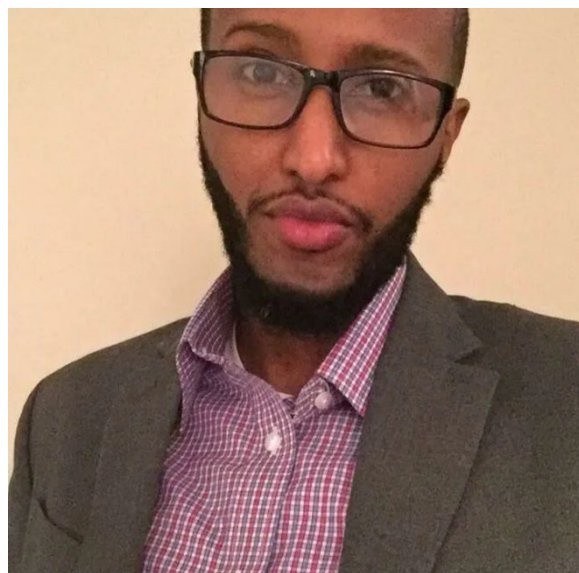
economic development, social services, education, arts, and environmental sustainability. With each client, they seek to apply proven strategies to the unique challenges, missions, and contexts of each organization and to help clients tell authentic stories about their work. Brittany holds a Master of Public Administration (MPA) from the University of Washington's Evans School of Governance.

Contact: BSK@brittanykirk.com

Bulle Consulting

Hassan Wardere and his team focus on an equity-driven Return on Relationship (RoR) framework that is centered on strengths-based practices. Their holistic experience enables them to provide capacity building services that help organizations strengthen their internal infrastructure, continuously improving their ability to scale and adapt to change. Bulle has helped over 104 organizations across the U.S., and has worked with clients in Brazil, Rwanda, Ghana, South Africa, and Senegal. Language is an important factor in their work and they have a diverse team that values language justice. Bulle promotes co-creation within a holistic process that champions King County's diversity and utilizes culturally congruent strategies that enable families and children to thrive.

Contact: projects@bulleconsulting.com





Crux Consulting Consortium

Catherine Verrenti, MA, is inspired by the power of the public sector to create a world where the gifts and dignity of every individual is nurtured and celebrated. Having spent over 20 years in direct service non-profits, she transitioned to consulting in 2016 to support high-impact and equity-focused non-profits, intermediaries and government agencies to expand opportunities for individuals to live their dreams and foster equitable, just communities. Catherine understands the complexity of decision making and

implementation in mission-based organizations. She brings hands-on leadership experience at the regional and state level in non-profits and intermediaries, including Neighborhood House, YouthCare, the Workforce Development Council and the Washington Workforce Association. She has worked primarily in and with communities of color in areas such as youth development, education, workforce development, community health, homelessness, food security and immigrant/refugee issues. **Contact:**

catherine@verrenticonsulting.com



Dicentra

Dicentra Consulting's team -- Swee May Cripe, Ashenafi Cherkos, and Karen Cowgill -- is delighted to have this opportunity to support CBOs to apply for BSK funds. Our team speaks Amharic, Tigrigna, Spanish, French, Malay, and Cantonese. We have skills and many years of experience in writing proposals that get funded, designing projects, analyzing data, and conducting evaluations. We focus on building transformational relationships that are based on trust and respect. We understand that every person has value and we want to help you promote voices from your community. We will first listen to understand the vision and mission of your CBO and what you hope to do with BSK funds. Then we will agree together on how we can best support you to tell your story. We are excited to help you craft strong proposals that will be funded and lead to successful programs!

Contact: askdicentra@gmail.com

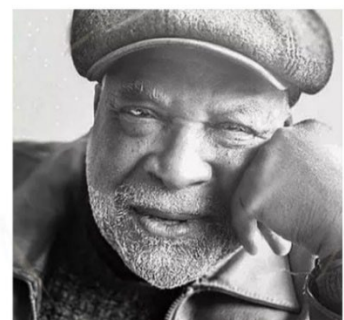


Inclusive Data

Inclusive Data is a consulting team of grant winners and tech wizards who teach and support clients to create community-led solutions. We've honed our grant skills into an \$18+ million playbook for Black non-profits and small businesses in our community all while

centering liberation frameworks. For Best Starts for Kids, we provide both Technical Assistance and IT Capacity-Building in English, Spanish, and Mandarin. A strong grant proposal demonstrates an organization's ability to build effective partnerships. If you want help creating your own irresistible grant proposals or robust coalitions, we're your team. We will work with you on grant proposal strategies, planning, checklists, and reviews. We can provide a website audit and asynchronous video interview to better understand your needs.

Contact: bsk@inclusivedatasolutions.com or (253) 693-0235

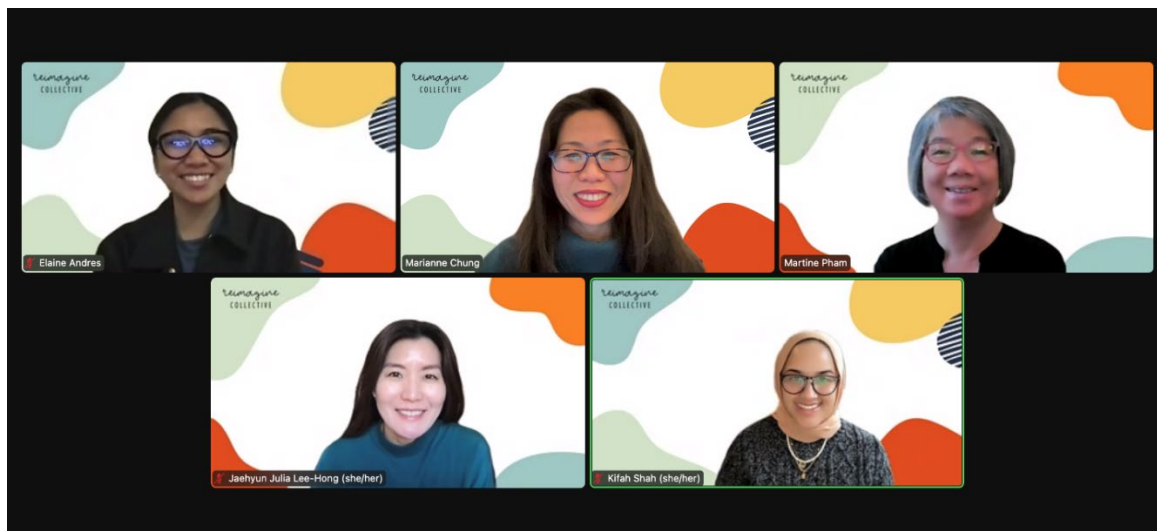


Optimum Nonprofit Consulting

Optimum Nonprofit Consulting (ONC) is a collective of experts (DeAndrea, Hillary, Chase, and Donald) with experiences across the fields of grant writing, accounting, human resources, marketing, education and social justice services. With over 60 years of combined involvement supporting nonprofits and social service organizations throughout King County, our track record is lined with successes. ONC realizes that small, diverse organizations are well connected to their communities with specialties for addressing the needs of families and children. Thus, for Community Based Organizations seeking BSK funding, ONC will provide enlightening assistance for meeting RFP requirements. Proposals are thoroughly reviewed, suggesting edits,

metrics, and giving guidance for uplifting the power and personality of an organization in their submission. ONC's coaching fosters growth through capacity building while ensuring proposals are culturally responsive and centered in equity strategies.

Contact: dlevias@gotatp.com and hillary.jasper.rose@gmail.com



reimagine collective

reimagine collective is an association of mission-driven Asian American strategists, organizers, coaches, and designers. With decades of technical assistance and capacity building experience to draw upon, the collective strives to reimagine how people come together to cultivate themselves and their communities. reimagine has 20+ years of experience training community-based organizations in grant writing. For community outreach and coalition building, we work with leaders to build strategy, tactics and tools to advance their goals. We also help set up appropriate infrastructures for human resources.

Contact: Marianne Chung, marianne@reimaginecollective.co or (404) 530-9054



RHL Consulting

RHL is committed to fostering an equitable society where leaders in human services advance the collective power, knowledge and systems that build well-being within communities. Along with equity, relationships are at the center of our work. Our role is to listen carefully so we may understand our CBO clients' cultural practices, values, and ways of being, trust community wisdom, and co-develop strategies that strengthen organizational assets. Together we are excited to support you to grow your leadership capabilities, develop fundraising, facilitate strategic growth, mission, vision, and values, build partnerships, magnify your IT, and write successful funding proposals. We come prepared with our values of community, generosity, integrity, open minds, laughter, and a big toolbox of resources and methods we've developed and co-adapted to suit each organization's culture, needs, and interests.

Contact: rhlconsultingteam@gmail.com