



King County



OFFICE OF EQUITY AND SOCIAL JUSTICE

STRATEGIC COMMUNICATIONS CAMPAIGN PROGRAM FAQ

1. How do I access the application?

- a. Please register an account on [eCivis](#). Please [review this guide](#) on how to make an account.
- b. Additional program information and a preview of the questions can be viewed in the [Request for Applications](#).

2. What can I use these federal funds for?

- a. These funds can be used to cover any expenses related to delivering the services of the contract. For example, equipment costs such as video equipment, software to create visual or web storytelling elements, media buys (such as paid advertising). Funds can also be used to cover employees, such as an employee's salary if they're spending time on this project; or funds to hire and pay a freelancer. It's important to note that funds will be disbursed to recipients through a reimbursement process based on monthly invoices and supporting documentation.

3. Our organization may not have the financial capacity to cover these funds up front. Does the County offer advance payment?

- a. Advance payments can be made available for specific needs. Advance payment requests are subject to approval prior to agreement signing. Make sure you're signaling this request on your budget worksheet.

4. When will I be able to receive our first reimbursement check?

- a. Once proposals are approved, budgets are finalized, and contracts signed, organizations may submit their receipts for reimbursement. All reimbursements will be reviewed for alignment with the scope of work, submitted budget, cost effectiveness, and connection to COVID-19. The first check could take several weeks to process, but once all paperwork is on file, ACH payment can be approved on a shorter timeframe.

5. What does [duplication of benefits](#) mean?

- a. If your organization is already a recipient of American Rescue Plan Act funds or other federal funds to do similar type of communications work, you will not be eligible to receive funds. If you have questions about whether other funding you're receiving would be considered duplication of benefits, please reach out to us.

6. My organization is still new and may not be able to comply with all the reporting aspects. Could we still apply?

- a. Yes, you should still apply. We are interested in building the capacity of newer or smaller organizations who have strong relationships and trust with community.

- b. Receiving federal dollars come with numerous federal compliance requirements. We want to minimize the potential impacts of those requirements on our contractors and be able to effectively support them. We are currently ramping up our technical assistance and capacity building resources. If this is something you'd be interested in getting help with, please make sure you mention this in your application questionnaire response.
- c. Additionally, you may want to seek a fiscal sponsor. A fiscal sponsor is a partnership with another organization that has the experience and capacity to handle the reporting requirements, such as the financial and budget management, administrative operations, and other reporting services.

7. What is the Baseline of Information? How can I make my proposal if I don't know what information we'll be reporting/ sharing to community?

- a. The baseline of information will be a detailed picture of how the County is currently allocating its federal COVID-19 funding. Below is a brief overview of the County's COVID-19 spending of its federal dollars. King County staff are currently putting together a website of our spending, with more details about individual programs and community-based organizations who received grants and contracts.

As of September 17, 2021, King County has allocated a little over \$1 billion in 2021 federal funding for the pandemic response.



Here is the currently available information on the following programs:

- [Overview](#) of King County 2021 COVID-19 funding
- [COVID-19 Relief Grants and Contracting](#)
 - Not all grants and contracts are closed. For those that are, some have listed grant awardees. For example, on the [Arts and Culture Support Grants Website](#), you'll see a [list of grant recipients](#)
- Eviction Prevention and Rental Assistance Program [2021-2022 Dashboard](#)

Additional questions? Please email us at OESJgrants@kingcounty.gov.