



2022 Requests for Proposals: Frequently Asked Questions

FUNDING

When are applications due? Will late materials or edits be accepted past the due date?

Applications are due on Monday, May 2nd. Unfortunately, we cannot accept edits or late materials as application reviews and scoring will begin immediately following the due date.

What is the scope and scale of this funding?

A total of \$1.52 million will be shared between two to four organizations for each Washington Youth & Families Fund (WYFF) strategy over the course of three years. There are two strategies in this WYFF funding round—one focusing on families and one focusing on youth and young adults.

Is there a minimum amount that organizations must request?

No, there is no minimum with funding requests. We ask applicants to build budgets that will help them bring their programs to fruition.

Is there a maximum amount that each 501(c) organization can request for their programs? Does the amount that organizations request apply for the entirety of the three years?

A total of \$1.52 million will be shared between two to four organizations for each Washington Youth & Families Fund (WYFF) strategy over the course of three years. There are two strategies in this WYFF funding round—one focusing on families and one focusing on youth and young adults.

While we do not have specific amounts allocated for grant awards, we encourage applicants to draft a proposal according to what they need to fulfill their chosen strategy. We ask applicants to shape their budgets according to projected costs of their projects.

Over the past several years, we have granted WYFF awards that range between \$50,000 and \$690,000 for projects.

ELIGIBILITY

Should organizations only apply for one strategy?

Not necessarily. Each strategy is population-specific—youth and young adults or families. Each application will be reviewed independently, so please submit applications for the population you intend to serve. If you apply to both strategies, please make sure you are responding to each strategy since they are not interchangeable.

Can an organization apply to both the youth and young adult strategy and the family strategy?

Yes, you may apply to both strategies by submitting separate applications for each.

Are organizations working in rural, unincorporated areas eligible?

Yes, and we will consider geographic diversity in our application review process. Please indicate your geographic type in your application’s narrative response.

Are brand-new organizations eligible for WYFF funding? If so, what does capacity-building and support look like for newer organizations?

Building Changes’ primary role is to provide organizations with capacity-building, evaluation, and learning support. The current infrastructure we have in place is a learning community that can help grantees through challenges, provide access to research and evaluation support, and to engage with local partners and government agencies. WYFF funding is not reimbursement-based, therefore Building Changes will transfer money to organizations as soon as contracts are signed. That way, organizations can get started on their work as soon as possible.

Building Changes also does not currently have the capacity to help organizations with their application process outside of Q&A sessions and answering clarifying questions. For questions about the RFP for Projects Serving Families, contact Edgar Longoria: Edgar.Longoria@BuildingChanges.org. For questions about the RFP for Projects Serving Youth & Young Adults, contact Dimitri Groce: Dimitri.Groce@BuildingChanges.org.

The youth and young adult strategy states that those between 16 and 21 years old are eligible for WYFF programs. If our program supports youth and young adults between 12 and 24 years old, does this disqualify our organization from being considered for WYFF funding?

No. We recognize that youth and young adults are between 12 and 24 years old. However, the focus population for the youth and young adult strategy is 16 to 21 years old (sometimes known as transition-age youth) because we believe young people in this age range may benefit the most from WYFF programs. However, we will not disqualify an organization from serving youth and young adults between 12 and 24 years old.

We will accept applications from organizations that serve youth and young adults who are between 12 and 24 years old. However, applicants should make a strong effort to demonstrate why their approach focuses on this age range.

For the youth and young adult strategy, are programs that support participants experiencing housing instability or homelessness but are not part of our target population for this grant (i.e., BIPOC youth, LGBTQ2+ youth) still eligible for WYFF funding?

Yes, the goal of this strategy is to identify broken systems and how they are continuing to perpetuate disparities among young people.

Although the youth and young adult strategy focuses on the barriers that BIPOC and LGBTQ2+ youth face when accessing homeless and housing services, we will consider proposals demonstrating the importance of removing homeless and housing services barriers for other specific populations of young people. We invite applicants to demonstrate meaningful ways they can remove barriers for young people in their strategic objectives.

That said, there are three things to keep in mind:

1. At Building Changes, we adhere to our commitment for racial equity, which stresses the importance of addressing and dismantling historical and systemic racism. We cannot end homelessness without doing so.

2. We know that BIPOC and LGBTQ2+ young people are disproportionately represented in homelessness, exits to homelessness from the foster care, juvenile, legal, and behavioral health systems. BIPOC and LGBTQ2+ young people experience higher barriers when trying to access services to the homeless response system.¹
3. Many BIPOC and LGBTQ2+ young people also have intersecting identities and experiences, which can compound existing barriers they have when trying to access homeless and housing services. Examples of other identities may include disability status, or being a refugee or immigrant. They can also include being a victim of domestic violence, gender-based violence, or trafficking.

Should proposals support both housing and healing services or is a request to support one or the other permissible (i.e., a program offering only housing services or a program offering only healing services)? Proposals should promote both housing and healing services, but there are many ways to go about this. For example, applicants can partner with an organization that does specific healing work. We are interested in seeing a variety of proposals, but we are most interested in seeing both types of services offered in programs.

Does a program qualify for WYFF grants if it does not explicitly address homelessness but rather works around trauma that can lead to homelessness? Does this grant only support programs that directly serve clients experiencing homelessness or housing instability?

WYFF funding is meant to support families experiencing homelessness, those at-risk of homelessness (will imminently lose their housing through eviction, landlords demanding families to move out, etc.), or are unstably housed (staying somewhere on a temporary basis). If your program supports family housing stability, assists families to stabilize their housing situation, or helps to resolve families' housing homeless situation, then we welcome your application for WYFF funding. In addition, organizations can apply for funding for a subset of the households you support. For example, if you work with households that are stably and unstably housed support them with trauma and healing services, this funding can be used just for families who are homeless or unstably housed.

How is the healing aspect scored on an application and how should it be reported? Is it separate from housing programs? How can we balance providing services to as many families as possible when some families may be unwilling to engage in healing services?

We want to see that people have been housed or moved to stable housing. When it comes to measuring healing services, it will likely be done through surveys and hearing directly from participants. Exact targets will be discussed later on. In terms of desired housing outcomes, Building Changes wants organizations to serve as many people as possible. We can work together with organizations to determine what sounds reasonable to them based on their capacity.

Are faith-based organizations eligible to apply?

Yes.

FUNDING USES

Can these funds be put towards building costs (i.e., to build housing)?

No, organizations cannot put these dollars towards building housing. Funding can only be used for housing services and assistance.

¹ For resources, refer to the footnotes in the 2022 Request for Proposals for Projects Serving Youth & Young Adults.

What is the allowable indirect cost or percentage?

There is no cap on indirect cost rate. Fifteen percent is generally the recommended rate, but please ask us for what you need to establish a successful program. There is also no ceiling for how much should be allocated to housing services versus healing services. Please structure your budget per your program's needs.

Building Changes wants to meet people where they are at. We do not want an applicant to dismiss an important expense or cost or decide not to submit an application because of an indirect cost that is important for their capacity. We use the contract development phase to talk with new awardees about their budget, which allows us to have real-time discussions with grantees.

Please reach out if you have questions about the appropriateness of specific indirect costs. For questions about the RFP for Projects Serving Families, contact Edgar Longoria: Edgar.Longoria@BuildingChanges.org. For questions about the RFP for Projects Serving Youth & Young Adults, contact Dimitri Groce: Dimitri.Groce@BuildingChanges.org.

What expenses are allowable for WYFF funding?

Allowable expenses:

- Personnel (all direct personnel costs, including benefits)
- Travel (direct travel expenses for service delivery)
- Equipment/Supplies
- Occupancy Costs
- Staff Training
- Direct Client Assistance:
 - Rent and utility assistance
 - Move-in costs
 - Interpreter Fees
 - Legal fees resulting from an eviction
 - Transportation costs (including relocation, employment, childcare, or education)

As specified above, WYFF is not able to cover capital expenses. We do not have an explicit list of other expenses we do not allow because we want to avoid being overly prescriptive. This allows applicants to draft realistic, meaningful proposals responsive to WYFF's strategies and the unique conditions and needs of each community.

Please reach out if you have a question about a specific budget item that is not listed above. For questions about the RFP for Projects Serving Families, contact Edgar Longoria: Edgar.Longoria@BuildingChanges.org. For questions about the RFP for Projects Serving Youth & Young Adults, contact Dimitri Groce: Dimitri.Groce@BuildingChanges.org.

Can the budget be used for a supervisor or just staffing related to projects?

A portion of the budget can be allocated toward supervision.

Is there a limit to how many staff can be paid to work on this grant?

There is no explicit limit on staff compensation. We encourage applicants to consider staffing needed to meaningfully implement strategies and to be of service to families and young people according to their program design.

MISCELLANEOUS

What does data collection and reporting look like? Where does research and evaluation come into play?

Building Changes facilitates a regular financial and program reporting schedule with awardees. We provide templates and set up systems to make it easy to understand on what needs to be reported periodically.

Building Changes has a stellar research and evaluation team that focuses on supporting grantees to understand which data needs to be assessed to promote their work, set up data tracking tools, and track lessons learned along the way. This can help grantees iterate and communicate innovative design approaches from their programs.

We will work with grantees during the contract development process and program design period to learn where applicants may need to find more data or to alter a program in response to the data that has been gathered. We understand that a program may change and evolve throughout its lifespan, and the research and evaluation team is here to support that.

Are there limitations for how long program participants can stay in a program? Do youth need exit from programs when they turn 21 years old, or can we continue to support them for longer?

There is no time limit, however we seek programs that can position youth to gain independence on their own terms. At this point, we are not providing guidance on whether young people are allowed to return to services; that will be determined in partnership with grantees according to program design. That said, applying Diversion principles (i.e., person-centered engagement, goal setting, mediation, coaching through problem-solving, and a “harm-reduction” focus on accessing flexible assistance), particularly for the goal of identifying short and long-term housing is a key objective to the strategy.

A young person would need to end accessing services on their 25th birthday, as this is when they no longer fit youth and young adult eligibility. Program designs should consider this as a part of their end of services to ensure positive transitions for young adults.

Do programs need to participate in Coordinated Entry and/or access referrals through local agencies?

Current engagement in coordinated entry is not a prerequisite and will not impact scoring.

In the application, we do ask that applicants indicate if they are engaged in Coordinated Entry to understand what project implementation may look like for organizations. Organizations that get funded will work with their Building Changes grant lead on what (if any) partnership makes sense within their local coordinated entry process. Organizations can generate their own referrals through their own connections and outreach efforts.

How do you bridge educational gap between homeless youth who may be interested in higher education? How do you prepare these students for higher education? Is there an educational component to this grant and can we be focused on that?

We invite organizations that are already engaging with young people to support them on meaningful skill development and education opportunities. The key would be to think specifically about their experiences with homelessness and housing instability, and how that may act as a barrier to higher education.

What is the definition of “family” that you are using?

Homeless and unstably housed families are defined as:

- One or more youth or adults living with one or more children who are under 18 years of age.
- One or more youth or adults with a child that is currently living away, but with a defined timeline for reunification that is within three months.

- A person that shares custody with another person at least 50% of the time.
- A pregnant person.

To leverage collective partnerships and resources, can we have multiple partners on one application? Do we need to identify all partners we would work with on the application, or will there be room to partner later in the grant process if organizations are awarded?

We absolutely support collaborative applications. It would help strengthen your application if organizations have already identified partners. We also recognize that healing is a fairly new body of work and that finding trauma-informed facilitators with that expertise may be difficult. If you are unable to identify specific partners in the application, please describe how you foresee a partner being able to support in your program.

Who is eligible to provide healing support services? Do you have any recommendations for potential healing service partners?

Racial equity consultants, healing practitioners, those with experience in behavioral/mental health work, and cultural leaders are some examples of people we envision facilitating the healing work. We are not looking explicitly for people who have piloted this approach before.

Can peer-run African American organizations do cultural healing?

Absolutely. And we encourage other culturally centered and peer-run organizations to also lead the work of incorporating healing practices as part of their support services.

Can we partner with other healing services to promote education and awareness of client options based on their unique needs?

Yes, this is absolutely encouraged.

Is there a preference or priority around funding new and innovative work versus existing programs?

No, and we will not be assigning weight on applications if your project is current or brand new. As long as they meet the goals of the strategies, we are happy to work with both new and existing programs.