

2022 King Co. COVID-19 Response Grant (ARPA Funds)

Legal Foundation of Washington

Grant Opportunity Summary

Thank you for your interest in the 2022 King Co. COVID-19 Response Grant.

The Legal Foundation of Washington is working with King County to allocate up to \$2 million in Federal American Rescue Plan Act funding to legal aid programs serving low-income households affected by the ongoing impacts of the COVID-19 pandemic.

Ensuring equity in access to civil legal justice is central to King County's recovery from COVID-19, as the populations already disproportionately facing economic and civil legal service needs have been the hardest hit by the COVID-19 crisis and disproportionately harmed by its resulting legal issues. Lower-wage workers, renters, people experiencing homelessness, people with disabilities, immigrants, survivors of domestic violence, children and youth, LGBTQ+ people, and others face loss of income, loss of community and familial support due to isolation and quarantine, which now result in an increased need for services. Concurrently, the ongoing impacts of the pandemic have led to the decreased availability of civil legal services as community based civil legal organizations were similarly required to shutter offices and work from home, impeding access to representation and resolution of civil legal matters.

Accordingly, the goals for this scope of work are to: increase access to civil legal aid among King County residents facing civil legal situations as a result of COVID; decrease backlog of civil legal aid cases left unprocessed due to court closures during the pandemic; and ensure timely access to benefits necessary to meet basic needs for those who lost jobs due to COVID and were denied benefits due to shifting eligibility requirements.

Program Eligibility

- Nonprofit legal aid organization serving King County;
- Requested funds cover expenses from March 3rd, 2021 to December 31st, 2022 and are not already covered by other government funding;
- Services provided are the result of the impact of COVID-19.

Eligible Legal Services

- Legal services related to eviction proceedings and maintaining housing stability, court-based eviction prevention or eviction diversion programs, and other legal services that help households maintain or obtain housing;

- Assistance in navigating, applying for and representation in the administrative hearing process for Federal, State, and local public benefits or services, including unemployment, SNAP, TANF, Social Security and COVID-19-related benefits;
- Advice and assistance regarding consumer law protections, bankruptcy law, and general consumer counseling; and
- Advice and assistance regarding assistance to non-profits and small businesses affected by COVID-19;
- Advice and assistance regarding student education; and
- Legal representation in any type of civil matter pending before King County courts; however, this funding may not be used to file civil lawsuits against federal, state, or local government agencies.

Eligible Grant Expenses

Funding for this grant comes from the American Rescue Plan Act and all grant expenses must meet federal requirements. Expenditures must be recorded and documented using the cash or accrual basis of accounting using Generally Accepted Accounting Principles (GAAP) and the provisions of Title 2 CFR Part 200 and all Appendices. Costs must be specifically associated with the procurement and delivery of civil legal needs for low-income residents of King County impacted by COVID-19. The following expense categories are eligible:

- Direct personnel costs specific to delivery of civil legal services (hourly timesheets are required for all staff, including those who are salaried).
- Increased operating costs for staffing and for new or expanded civil legal services, such as materials, supplies, communications, building rent and utilities. Rent and utilities shall be in direct proportion to the staff hours and physical space dedicated to this program.
- Costs associated with outreach, to include printing supplies and related media for purposes of advertising available services to eligible participants.
- Client fees directly related to pursuit of an individual's civil rights such as court filing fees. Contractor shall have a tracking mechanism in place to account for fees including the amount provided, purpose and payee. The use of fees must have a direct nexus to civil legal needs resulting from COVID-19 to be a valid cost of the program.
- Transportation support costs including payments for ride shares, ORCA Cards, Metro access, for transporting participants to court and administrative hearings or other appointments directly related to participants' receipt of civil legal services.

Application Instructions

Please note the following as you work through your application:

- All questions have the maximum character limit applied to allow space if needed. However, this does not mean that we expect you to answer every question to the limit.
- The application deadline is January 31, 2022.
- LFW will be holding an informational webinar about the application and to answer any questions on Thursday, January 20 at 2pm. Join the Zoom Meeting here:
<https://us02web.zoom.us/j/82756332920?pwd=dUxzUjBVaWZCd3NuYm16ck92ejhzQT09>

LFW staff are ready to offer assistance as you develop your proposal. Please email LFW's Grants Coordinator, Arielle Handforth, at arielle@legalfoundation.org if you have any questions, need technical support, or an accommodation. If you would like to submit this application in a language other than English, please let us know.

Federal Funding Questions

Does your organization have experience managing federal funds?*

Choices

Yes

No

Is your organization subject to an audit?*

Choices

Yes

No

In the past 12 months has your organization had changes to key staff or management systems?*

Including changes to executive management, accounting system, etc.

Choices

Yes

No

Please describe your accounting system.*

Do you have a system in place to segregate expenditures by funding source?

Character Limit: 10000

Please share any results of the federal awarding agency's monitoring.

Character Limit: 10000

Experience with Federal Funds

Please describe your experience managing federal funds.*

Character Limit: 10000 | File Size Limit: 2 MB

Negotiated Indirect Cost Rate

If your organization has a negotiated indirect cost rate, please indicate the rate here.

Character Limit: 250

Audit

Please upload your most recent audit*

File Size Limit: 2 MB

Audit Findings

Have there been any audit findings or exceptions in the last five years? Are there any unresolved audit issues?

Character Limit: 10000

Management Systems & Personnel

Changes to Management Systems & Personnel*

Please describe the changes in the past 12 months to your key staff or management systems.

Character Limit: 10000

Proposal Overview

Project Name*

Character Limit: 100

Project Synopsis*

Please provide a one-sentence summary of the project for which you are requesting funds.

Character Limit: 250

Amount Requested*

Please note that funds must be fully spent by December 31, 2022.

Character Limit: 20

Organization

Description of Organization*

Please provide a summary of your organization's mission and work. Include how your organization provides civil legal aid to low-income people in King County.

Character Limit: 10000

Current Board Members*

Please provide a list of current board members either within the text box or as an attachment.

Character Limit: 10000 | File Size Limit: 2 MB

Organizational Demographic Information*

If an effort to better understand the organizations we fund, we ask applicants to provide aggregate demographic information about their staff and board. This helps us to see trends and gaps including our who is and is not applying for funding and receiving grant awards, and how our funding is meeting or not meeting the changing needs of communities across Washington.

Please share information about your organization's demographics in the text box below.

If you already share this information in your GuideStar profile, please let us know.

Thank you for providing this information and helping us to improve!

Character Limit: 10000

BIPOC Leadership*

Does over 50% of your senior leadership identify as BIPOC (Black, Indigenous and People of Color)? We define senior leadership as those with decision making power over the actions and budget of your organization. You are welcome to use the text box to provide additional information.

Choices

Yes

No

Character Limit: 10000

Anti-Racist Practices*

Please describe how your organization incorporates racial justice/anti-racist practices into your internal and external work, or otherwise explain how your organization demonstrates its commitment to racial justice/anti-racist efforts.

Character Limit: 10000 | File Size Limit: 2 MB

Non-Discrimination Statement*

To be considered for an LFW grant, please affirm the following:

Our policies and practices provide equal opportunity to all qualified individuals in leadership, staffing and service, regardless of race, ethnicity, national origin, citizenship status, gender, gender identity, sexual orientation, disability, age, religion and any status protected by law.

We do not require attendance or participation in religious/faith activities as a condition of service delivery, nor do we require adherence to religious/faith beliefs as a condition of service or employment.

Choices

My organization affirms the non-discrimination statement.

My organization does not affirm the non-discrimination statement.

Project Description

COVID-19 Response- Project Description*

Please describe the legal aid project and how it fits the funding criteria.

Character Limit: 10000

Communities Served*

Please describe the communities your project serves. How have these communities been impacted by COVID-19? Were these communities involved in planning this project?

Character Limit: 10000

Racial Justice and Equity*

Please explain how your project increases racial justice and equitable access to services related to the COVID-19 pandemic?

Character Limit: 10000

Optional: Additional Information

If you have any additional information you would like to share about this project, please include it here. If you have attachments, please combine multiple documents into one file before uploading.

Character Limit: 10000 | File Size Limit: 2 MB

Budget

Project Budget*

Please provide a project budget either within the text box or as an attachment. Funds must be spent by December 31, 2022. Refer to the list eligible grant expenses in the Grant Opportunity Summary at the beginning of this application.

Character Limit: 10000 | File Size Limit: 3 MB