



Department of Human Services

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Funding Opportunity for “By and For” Community Organizations Assisting Diverse Populations (Organizations with leadership by representatives of the population for whom they provide assistance)

Funding Opportunity

- As part of the new Kitsap Eviction Prevention Assistance Program (KEPA), Kitsap County has funding available to contract with organizations that will do Outreach and Education and/or Application Assistance for this rental assistance and utilities assistance program to the communities that they serve, such as **racial and ethnic minority populations, immigrants and refugees, individuals who identify as LGBTQ+, individuals with disabilities or who are deaf; and Native Americans.**

Background

- Kitsap County is including several different funding sources in the KEPA program, including funding through the Washington State Department of Commerce and the federal Department of Treasury. These programs are funded through the federal Corona Virus Relief Act.
- The KEPA program’s goal is to prevent eviction for our county’s lowest-income households by providing up to twelve months of rental assistance, paid directly to landlords, and past due utilities assistance, paid directly to utility providers.
- Another goal is to promote equity for groups of people who historically have not been provided equitable access to rent assistance and those who have been disproportionately impacted by the COVID-19 outbreak: Latinx or Hispanic, young adults, Black or African American, American Indian and Alaska Native, Native Hawaiian or other Pacific Islander.
- Kitsap County will be contracting the rental and utility assistance program to Kitsap Community Resources, who will distribute the funding to as many eligible households (one or more people) as possible.

Eligible Organizations

- Organizations must meet the following definition (from Commerce):
“By and For Organizations” are operated by and for the community they serve. Their primary mission and history is serving a specific community and they are culturally based, directed, and substantially controlled by individuals from the population they serve. At the core of their programs, the organizations embody the community’s central cultural values. These communities may include ethnic and racial minorities; immigrants and refugees; individuals who identify as LGBTQ+; individuals with disabilities or who are deaf; and Native Americans.”

- May be a non-profit, for-profit, church, or other type of organization.
- Must have a Federal Tax Identification (TIN) Number.
- Must serve people living in Kitsap County.
- Must be able to contract with Kitsap County.

Kitsap County can also contract with organizations that are dedicated to serving a population listed above, but do not meet the Commerce definition as a "By and For" organization, but funding for this is limited.

Scope of Work

- KEPA Outreach Partners may choose to perform one or both of the following activities:
 - Outreach and Education – This includes producing and distributing fliers, brochures, social media posts, videos, and other means of advertising the KEPA program. It can include holding events, distributing information door-to-door or at existing events or venues, mailing information, or any other creative ways to “get the word out about KEPA” to the population they serve.
 - Application Assistance – This includes helping tenants to fill out KEPA applications or procure required documentation, working with landlords to get paperwork completed, and other activities to assist people completing and submitting KEPA applications. It can also include translation services for non-English speakers and transportation services to get eligible households to KEPA appointments.
- Funding is available to pay for staff time, printed materials, electronic publications, transportation of tenants to rental assistance appointments, translation services for non-English speakers, assistance completing the rental eviction prevention and utilities application forms, assistance with tenants’ providing documentation (immigration status documentation is NOT required), or other activities that are proposed by the organization to best reach and assist the population that they work with.
- Outreach organizations should prioritize both Education and Outreach activities and Application Assistance activities to take place before 7/31/21. All activities must be completed by 12/31/21.

Application and Award Process

- Grant applications for organizations are available now at <http://kcowa.us/kepa-partner>. The first round of applications is due 4/9/21. Application will be accepted after this date on a rolling basis until 5/31/21, with funds awarded until the allocated funds are exhausted.
- Eligible organizations will complete a simple application form, including organizational information and their proposed use of the funds.
- The minimum amount that can be requested is \$2,500. There is a maximum of \$40,000 that can be requested, depending on which activities the organization elects to provide. KEPA Partner Organizations that have expended their funding by 6/31/2021 for Outreach and Education and/or Application Assistance may request additional funding to continue activities as funding allows.
- Contracted organizations will be reimbursed by Kitsap County for actual expenses, using a reimbursement request form. Contracted organizations will complete a simple report with each reimbursement request that details their completed activities for that period.

More information about applying for this funding opportunity is available from:

Cory Derenburger

Housing and Homelessness Division

Kitsap County Department of Human Services

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