



STATE OF WASHINGTON  
DEPARTMENT OF HEALTH  
Executive Office of Public Affairs and Equity  
Post Office Box 47890  
Olympia, Washington 98504-7890

July 28, 2023

Dear Tribal Leaders and Tribal Partners,

**SUBJECT: Building Community Capacity for Equitable COVID-19 Recovery – Funding Opportunity**

In accordance with chapter [43.376 RCW](#), the [Washington State Centennial Accord of 1989](#), and [DOH Consultation and Collaboration Procedure](#), please be advised the Washington State Department of Health (DOH) has a total of \$1,500,000 to distribute to organizations serving communities disproportionately impacted by COVID-19.

DOH invites your representatives to *collaborate* with us on the equitable distribution of the Building Community Capacity for Equitable COVID-19 Recovery funds. Organizations may receive up to \$40,000 for projects that help improve equitable access, distribution and administration of COVID-19 vaccines, health information, and prevention resources as well as community capacity building and mobilization to advance health equity by addressing the structural and social determinants of health amplified by the COVID-19 pandemic. **Interest forms are due by August 28, 2023 at 5:00 p.m.**

Two technical assistance virtual calls will be hosted by DOH. These informational sessions will provide an overview of the funding opportunity as well as time for questions and answers on the following dates:

- General session on Thursday, August 10<sup>th</sup>, from 4:00-5:00 p.m.- [Join Zoom Meeting \(General\)](#)
- Tribal specific session on Friday, August 11<sup>th</sup> from 10:00-11:00 a.m. - [Join Zoom Meeting \(Tribal\)](#)

For complete details about the funding opportunity, eligibility and how to submit an interest form, or to provide written feedback, please contact the Center for Community Relations and Equity, Equity and Social Justice Strategist, Kylin Beeson by [kylin.beeson@doh.wa.gov](mailto:kylin.beeson@doh.wa.gov) or 206-713-1420, or Equity and Social Justice Strategist, Julia Wilson-Peltier, [Julia.Wilson-Peltier@doh.wa.gov](mailto:Julia.Wilson-Peltier@doh.wa.gov) or 206-947-5438. For tribal related matters, please contact Tribal Policy Director, Candice Wilson – Quatz'tenaut at [Candice.wilson@doh.wa.gov](mailto:Candice.wilson@doh.wa.gov) or 360-819-7626.

Please forward this information to any interested party.

Sincerely,

Elizabeth Perez, MPH  
Chief of Public Affairs and Equity  
Executive Office of Public Affairs and Equity

cc: Umair A. Shah, MD, MPH, Secretary of Health, Department of Health  
Jessica Todorovich, Chief of Staff, Department of Health  
Kristin Peterson, Chief of Policy, Planning & Evaluation, Department of Health  
Kristopher Holiday, Chief of Strategic Partnerships, Department of Health  
Lacy Fehrenbach, Chief of Prevention, Safety and Health, Department of Health  
Lauren Jenks, Assistant Secretary of Environmental Public Health Division, Department of Health  
Candice Wilson – Quatz'tenaut (Lummi), Tribal Policy Director, Department of Health  
Frances Limtiaco, Community Investments and Engagement Manager, Department of Health



## Building Community Capacity for Equitable COVID-19 Recovery

### A Funding Opportunity

July 27, 2023

Dear Community Organizations,

The Washington State Department of Health is offering a one-time funding opportunity for community-rooted organizations serving communities disproportionately impacted by COVID-19 to support equitable access to COVID-19 vaccines, information, and resources. The Washington State Department of Health strives to ensure the equitable distribution of these funds from the Centers for Disease Control and Prevention to address COVID-19 health disparities among populations at high-risk and underserved, including minoritized populations and rural communities. Projects supported by this funding will improve equitable access, distribution and administration of COVID-19 vaccines, health information, and prevention resources as well as community capacity building and mobilization to advance health equity by addressing the structural and social determinants of health amplified by the COVID-19 pandemic. All projects must meaningfully center priority communities disproportionately impacted by COVID-19, lead with racial equity, and must address one or more priority intersections. A list of priority communities and intersections are detailed in the “Eligibility” section below.

There is \$1,500,000 in total funding. Contracts will be between \$5,000-\$40,000.

### Eligible Organizations

Funding is open to community-rooted, community-led, and community-based organizations that **serve one or more priority communities and one or more priority intersections** (as listed below).

#### *Priority Communities:*

- American Indians/Alaska Natives
- Black/African American
- Hispanic/Latino/Latina
- African Diaspora
- Asian
- Native Hawaiian/Pacific Islander

#### *Priority Intersections:*

- People living in rural communities
- People with disabilities
- Religious minorities
- Lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons
- People over 65 years old
- People who are incarcerated
- Immigrant/refugee communities

- People with limited English proficiency
- Agricultural workers
- Unhoused people/people experiencing homelessness

Organizations encouraged to submit an interest form include but are not limited to:

- not-for-profit organizations, Urban Indian and/or tribal-related organizations, faith-based organizations, and organizations that have fiscal sponsorship; and
- rural health centers, community health centers, and federally qualified health centers.

The Department of Health recognizes that community-rooted and community-led organizations and groups are better positioned and equipped to listen, understand, and respond to the needs of their community members in the most culturally relevant and linguistically appropriate way. They are also better equipped to use a trauma-informed lens or approach to their interventions so as to not perpetuate further harm, fear, and distrust.

### Estimated Schedule of Activities and Dates

<b>Interest Form Due Date</b>	<b>August 28, 2023 at 5:00 p.m.</b>
Optional technical assistance and question and answer session	<p>August 10 at 4:00-5:00 p.m.</p> <ul style="list-style-type: none"> <li>- Audience: All interested eligible organizations</li> <li>- <a href="#">General Session Registration</a></li> </ul> <p>August 11 at 10:00-11:00 a.m.</p> <ul style="list-style-type: none"> <li>- Audience: Tribal and Tribal Partner Organizations</li> <li>- <a href="#">Tribal Session Registration</a></li> </ul>
Optional office hours <i>This is a space to come with questions or with specific requests for assistance and support</i>	<ol style="list-style-type: none"> <li>1. August 17 at 12:00-1:00 p.m. - <a href="#">Register here</a></li> <li>2. August 21 at 3:00-4:00 p.m. - <a href="#">Register here</a></li> <li>3. August 23 at 10:00-11:00 a.m. - <a href="#">Register here</a></li> </ol>
DOH review of interest forms	August 28 - September 18
Announcement of funded projects	September 19
Orientation meeting for funded projects	October 3 at 10:00-12:00 p.m.
Contract start and end date	<i>On or about December 1, 2023 through May 2024</i>

Contingent on funding availability, DOH may open a second funding round.

### Interest Form Review Process

There may be more interest than funding available. A review process is established to provide transparency. The Center for Community Relations & Equity will review all interest forms to verify projects are responsive to funding priorities and community needs and for equity and geographic considerations. Submissions will

also be reviewed by a committee of the [Community Collaborative](#) to ensure an equity and social justice lens is applied in the prioritization, planning, and decision making related to recovery efforts. The following guidance will be used to approve each project for funding:

1. **Health Equity** – How does the project center priority communities? How does the project or activity involve community?
2. **Feasibility** - How feasible is the project in terms of time, budget requests, and available resources?
3. **Appropriateness and relevance**- How well do the goals address COVID-19 vaccines and health concerns? How clearly are the goals and objectives stated? How many people will benefit?
4. **Budget** - Budget is \$40,000 and appropriate as it relates to the work.

### **How to Submit an Interest Form**

Please utilize the “Interest Form Template” to email a PDF version of your document to Kylin Beeson, Equity and Social Justice Strategist, at [kylin.beeson@doh.wa.gov](mailto:kylin.beeson@doh.wa.gov).

Please direct your questions or requests for additional information via email to Kylin Beeson, at [kylin.beeson@doh.wa.gov](mailto:kylin.beeson@doh.wa.gov).

*To request this document in another format, call 1-800-525-0127. 825-093 Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [civil.rights@doh.wa.gov](mailto:civil.rights@doh.wa.gov).*

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## Interest Form Template

Building Community Capacity for Equitable COVID-19 Recovery - A Funding Opportunity

Organization Name	
Organization Address	
Contact Name	
Contact Email	
Contact Phone	

### Communities Served: Please select all that applies to your organization.

1. Please select one or more racial/ethnic communities that this project intends to serve.
  - American Indians/Alaska Natives
  - Black/African American
  - Hispanic/Latinx
  - African Diaspora
  - Asian
  - Native Hawaiian/Pacific Islander
  
2. Please select one or more intersectional groups that this project intends to serve.
  - People living in rural areas
  - People with disabilities
  - Religious minorities
  - Lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons
  - People over 55 years
  - People who are incarcerated
  - Immigrant/refugee communities
  - People with limited English proficiency
  - Agricultural workers
  - Unhoused people/People experiencing homelessness

**Organizational Background: Please respond to the following questions.**

3. Please describe your organization's mission, goals, organizational capacity, and how it supports and works with communities disproportionately impacted by COVID-19.

4. Describe relevant background information that includes the context of the problem for your community. How has your organization responded to the needs of your community throughout the COVID-19 pandemic?

**Project Approach:** Please respond to the following questions.

5. Goals and objectives: please describe how you will address the problem, the community you will address, estimated reach, and timelines.

6. Outcomes: please provide what you expect to achieve through this funding.

7. Strategies and activities: please describe strategies and activities you plan to implement.

**Budget:**

<b>SALARIES AND WAGES:</b>	
<b>FRINGE BENEFITS:</b>	
	SUBTOTAL:
<b>SUPPLIES:</b>	
	SUBTOTAL:
<b>SUBCONTRACTS:</b>	
	i. Community Rooted Organizations and Community Media Outlets
	ii. Consultant Services
	SUBTOTAL:
<b>TRAVEL:</b> (must align with <a href="#">WA OFM Guidance</a> )	
	SUBTOTAL:
<b>INDIRECT AND ADMINISTRATIVE:</b>	
	SUBTOTAL:
	<b>TOTAL:</b>

**How to Submit Your Interest Form**

Interest forms are due August 28, 2023 by 5:00pm. Please email a PDF version of this interest form to Kylin Beeson at [kylin.beeson@doh.wa.gov](mailto:kylin.beeson@doh.wa.gov).

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