



2026 Rapid Response Small Community Grants Frequently Asked Question Document

The Office of Immigrant and Refugee Affairs (OIRA) tracks all questions and their answers related to the [2026 Rapid Response Small Community Grants RFP](#) released on March 30, 2026. These questions appear in the order they were asked. OIRA updates this document as new questions arrive to us via the information sessions, email, or one-on-one online sessions. If you have a question that does not appear on this document, please email your query or queries to OIR_SmallGrants@seattle.gov.

1. My organization does not have a 501(c)(3) status. Could I still find a fiscal sponsor to qualify for a grant?

An organization with a 501(c)(3) status OR an organization that has a fiscal sponsor with a 501(c)(3) status is a minimum qualification for eligible applicants. We recommend that organizations without a 501(c)(3) status interested in applying to this RFP research the possibility of entering into a fiscal sponsorship relationship with an already existing nonprofit organization. Fiscal sponsorship requires a formal, legal process with the nonprofit sponsor, and might take time. This RFP is a rolling grant process that will last until the funds are depleted. So, we recommend starting this process as soon as possible.

If you are looking for organizations that can act as fiscal sponsors, this directory lists Washington-based organizations who offer various fiscal sponsorship opportunities to community groups: <https://fiscalsponsordirectory.org/washington/>.

NOTE: This is not an official City of Seattle resource. And as such, we take no responsibility for the accuracy of the information therein.

2. How do I find a nonprofit that can act as a fiscal sponsor for my own organization?

If you are looking for organizations that can act as fiscal sponsors, this directory lists Washington-based organizations who offer various fiscal sponsorship opportunities to community groups: <https://fiscalsponsordirectory.org/washington/>.

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3. How fast will OIRA review and approve applications? As soon as they are received? Or is there a batched process?

The application review process will depend on how often we receive applications. For example, if we receive just one application one week, for the sake of efficiency, we may hold off on reviewing that application until we receive a few more. Conversely, if we receive three applications or more at one time, we will likely review all those applications as soon as possible.

4. For the Narrative Questions section of the application form, can applicants use their own page with shortened headers for each question to allow for more text to more comprehensively answer the questions?

Yes, you can use a differently formatted page specifically for that section if you need more space to more comprehensively answer each question. We ask that you please keep the text no smaller than 11-point font and the margins no smaller than half an inch. We highly recommend brevity for all sections of the application.

5. Is there a page limit on the Proposal Budget section of 2026 Rapid Response Small Community Grants Application form?

No. But we highly recommend brevity for all sections of the application.

6. If the applicant organization or fiscal sponsor is located outside the boundaries of the city, but the project to be funded would serve people who live/work in Seattle, would that application be eligible for consideration?

One of the minimum qualifications for eligible applicants is that you must show that your work would significantly benefit the Seattle community. As long as the RFP-funded event or events that you are organizing is/are located within the city boundaries of Seattle and the majority of the immigrant and refugee community members served by the event live, work, or go to school within the city of Seattle, then your application would satisfy this specific minimum qualification.

Additionally, if your organization is located outside of Seattle, you would still need to respond to Question 3 on page 8 about how your organization is connected to the community you plan to serve. So, you would need to sufficiently describe how you will ensure that your services will reach the intended community members who are income-eligible and who live, work or study in Seattle.

And in terms of reporting, we will need you to submit an attestation form of some kind detailing that the majority of people you have served are income-eligible and/or live/work/go to school in the city of Seattle.

7. Do you know of any available funding opportunities from King County or from other cities in the King County area?

Since King County government is a separate entity from the City of Seattle government, we often do not know about their funding opportunities. We also unfortunately do not know of any funding opportunities from other surrounding cities.

8. Would a food bank or other similar organization buying supplies such as diapers or building boxes of basic needs for delivery be an allowable use of this grant funding?

Yes, if the delivered boxes and supplies are intended for immigrant and refugee community members who are income-eligible and who live, work, or go to school within the city of Seattle.

9. Are English language assistance and digital literacy trainings allowable activities under this funding opportunity?

Yes, English-language assistance and digital literacy trainings are both allowable activities under the 2026 Rapid Response Small Community Grants RFP.

10. We have clients who live outside of Seattle but receive medical care within Seattle city boundaries. Could they qualify for services funded by this grant?

Unfortunately, projects funded by this grant can only support community members who:

- Live, work, go to school, or own businesses in Seattle.
- Have been detained or are subject to legal removal proceedings in Seattle.

Priority will be given to immigrant groups whose status is impacted by recent changes in immigration laws, policies, or practices. Event eligible attendees can also include service providers who serve Seattle residents.

11. One of the needs we're finding is for children's passports. Would this fall under the family safety planning priority?

Yes, this may fall under family safety planning or information sessions depending on the project.

12. Our organization is thinking about doing a Know-Your-Rights session and providing community members with basic needs. Should this be in one application? Or two?

Organizations may apply for funding projects that focus on all three priorities (Community aid for basic needs; Know Your Rights (KYR) presentations or community information sessions; family safety planning). If the maximum \$10,000 grant is enough to sufficiently fund both or all project proposals, we encourage applicants to apply only using one application. Keep in mind we have a limit on funds and only one application per applicant will be eligible to receive funding.

13. Many smaller organizations might not have the capacity to invoice the City for reimbursement or receive funding at the end of the project. Can you describe how the program will distribute funding and work to support smaller organizations who might see this as a barrier to applying?

This RFP will utilize a reimbursement model that will require organizations invoicing the City after the deliverable/s have been met. We are committed to working with smaller organizations who request assistance around this issue or if there are other areas you foresee needing assistance. If you are an organization that this situation applies to, we request that you please inform us of this in the “Narrative Questions” section of the application.

14. Would providing English language skills, wi-fi hotspots, and digital literacy skills or facilitating communication appropriate for this funding?

Organizations assisting individuals to better understand how to find and access online resources would fall under the basic needs priority. Please note this type of grant could also be funded by other specific Office of Immigrant and Refugee Affairs grant opportunities. If we feel your grant is better suited for other grant programs, we will inform you as soon as possible and work to connect you with those opportunities.

15. You mentioned that the Office of Immigrant and Refugee Affairs (OIRA) would prioritize smaller organizations and organizations not currently receiving grants from the City of Seattle. How does OIRA make those distinctions?

The review panel consists of City staff from departments that provide a variety of grants to community-based organizations across Seattle. The reviewers will have a comprehensive understanding of whether an organization is currently receiving grants from the City. If an organization is already receiving funding, this will be weighed against an organization who has never received funding. This may inform decision making or speed of award given this prioritization. Regarding the size of an organization, we expect applicants to inform us about the size of your group and/or how new your organization is in the Narrative Questions section, especially in the questions related to Project Feasibility and Community Connections.

16. Will our application be lower priority if we work with a fiscal sponsor that is a newer 501(c)(3) organization?

Working with a newer fiscal sponsor would not count against you. Since both the applicant and sponsor are likely new and haven't received grants from the City of Seattle, it might result in a higher prioritization of your proposal.

17. Can applicants include anticipated translation and interpretation needs in their budget proposal?

Absolutely! We encourage language access line-items in all applications.

18. How should organizations that are currently receiving funding from the City demonstrate in our application that the project is still fulfilling a significant need and assisting a specific underserved community?

If your organization already receives funding from the City, this does not automatically mean that we won't consider you for funding. The review panel will examine applications holistically, taking into consideration the unique needs of residents and the full context each community is currently experiencing. This will be considered for all organizations applying. The narrative questions in the application will allow you to share a comprehensive list of the work you do, and the community need you plan on meeting.

19. Are applicants able to perform Know-Your-Rights trainings to support businesses?

Yes, you may perform outreach to or tailor an information session for business owners, particularly for immigration-related Know-Your-Rights trainings.

20. What are the requirements and limits for what can be considered as "basic needs?"

Rather than provide you with a list of what we consider to be "basic needs" that this fund would support, we encourage you to explain what the basic needs are for the communities you seek to serve and how you propose to help meet those needs. Please know that this RFP is unable to fund cash assistance for individuals and rental and mortgage assistance.

21. What types of documentation are needed for reporting for the proposals regarding "basic needs?"

At a minimum, organizations will need to submit receipts and financial reports detailing the quantity of materials ordered and general information in the aggregate about the clients served. You'll also need to provide an organizational attestation that goods went to income-eligible Seattle clients.

22. Do organizations have to provide the ZIP codes for the clients served?

In your reporting, you may provide us with a list of the ZIP codes of the addresses of the clients you have served as long as you do not link those ZIP codes to the names of those clients. Alternately, in your reporting, you could provide us with a list of the ZIP codes as well as calling out which ZIP codes are within Seattle and then just the number of clients served. This should satisfy reporting requirements confirming that you are serving a majority of community members who live, work, or go to school in Seattle.

23. As applications are scored, how much weight is assigned to each qualification in the scoresheet? How are points distributed?

All questions are weighed equally, with scores ranging from 1-3 (1=inadequate, 2=adequate and 3=exceeds). Applications that reach a certain score threshold will automatically be considered for funding.

24. Are you also prioritizing communities who are currently being targeted by immigration enforcement?

Absolutely. The narrative questions will allow you to highlight how your organizations and/or the clients served are being impacted by federal immigration changes.

25. Can you clarify the rolling period of applications. How soon would organizations be able to reach out to you to have you review their application?

OIRA staff are available for online one-on-one meetings to discuss your application or answer any questions you might have related to your project. We will do our best to prioritize smaller, lower capacity, and/or newer organizations who may require more time or assistance to complete their applications.

26. Would the RFP place a higher value on an application that offers a higher quantity of events over an application that offers a lower quantity of events or just one event?

No. We trust that applicants will perform the requisite research, engagement, and outreach that will determine the quantity and quality of events your community will need during this period of increased immigration enforcement. Whatever amount of events you propose, we ask that you please thoroughly explain in your application how you arrived at that number.

27. Could grant funding be used for wages not directly supporting the administrative functions of delivering or managing the RFP project? For example, could grant funds be used to pay immigrant workers to complete a landscaping project to demonstrate their skills for other community members for future employment opportunities?

Hypothetically, if an organization were to utilize the RFP funds to pay contractors to clean up or landscape someone's private land, then the primary legal issue is that ultimately this organization is using public funds to improve a citizen's private property. While the intent might be to demonstrate to community members that they can hire day laborers for work on their own private property thereby potentially benefiting local immigrant workers, the impact is that public funds directly improved the property of a private individual or individuals. This would be in direct violation of a Washington state statute preventing the use of government funds as a "gift" to a private party. In this scenario, RFP funds could be interpreted as a gift to the owner of the private land, which could subject both the City of Seattle and the organization to litigation.

Hypothetically, if the organization were to utilize the RFP funds to pay contractors to clean up or landscape public land (e.g., a Seattle park), the primary issue here is that the organization would require formal approval, permits, and a partnership agreement with the government agency that manages that land (e.g., Seattle Parks and Recreation). And it is very likely that the organization would face significant legal and administrative hurdles. Unsanctioned work on public land is generally prohibited and can be legally considered vandalism even if the intent is to improve the area in question.

28. Could grant funding be used for know-your-rights information sessions that are not exclusively immigration-related? For example, could grant funds be used for information sessions focused on immigrant-owned small businesses who need more information regarding small business policies and immigration policies?

Yes. Increased enforcement actions in recent months have significantly impacted immigrant-owned small businesses and their workers. Proposals that seek to benefit this specific community and that meet the other minimum eligibility requirements (e.g., nonprofit status and one of the three priority activities) would be eligible for this RFP.

29. Could grant funding be used for an eligible know-your-rights event or events that took place right before the application was approved or took place in between when the proposal was approved and contract signed?

No. Rapid Response Small Community Grants funds can only be used for events and services both outlined in the contract's scope of work and that occur after the contract is signed by both the City of Seattle and the applicant. Funds cannot be used to pay for any activities that took place before the contract is signed by both parties.

30. Could a 501(c)6 nonprofit organization apply for funding?

No. We designed the RFP to accept applicants that are 501(c)(3) organizations because this is the IRS designation specifically for a charitable/educational entity benefiting the public. 501(c)(3) organizations are designed expressly for helping people who are vulnerable, such as low-income immigrant and refugee community members. Because 501(c)(6) organizations are business leagues, chambers of commerce, or trade associations focusing on industry interests, the intent for this IRS designation is not wholly for vulnerable or low-income business entities. Because of this designation, unfortunately, we must limit the applicants to 501(c)3s.