

Targeted Equity Grant Program

Implementation Guidelines for Project Criteria, Eligibility, Project Selection Process, and Administration of Grants

August 23, 2020

Background

Historically, many communities in King County have experienced inequitable and limited regional investments in parks, open space, trails, and recreation. To address these inequities, there was an allocation of up to \$10 million from the six-year voter-approved King County parks, recreation, trails and open space levy for the Targeted Equity Grant Program. The Targeted Equity Grant Program provides moneys to achieve equitable opportunities and access to parks and recreation in unincorporated King County and King County towns and cities for underserved areas and populations, including people with disabilities.

Grant awards are available for applications that increase access and use of parks, open spaces, recreational facilities, and related programming in underserved areas. Targeted Equity Grant moneys are intended to reach areas and individuals with the greatest need for access and recreation in both the incorporated and unincorporated areas.

Eligibility Criteria

Eligible Project Types

1. Capacity building, to include community outreach and planning around new or improved access to local parks, open spaces, and recreational opportunities
2. Land acquisition located specifically within an Opportunity Area or that serves a community of need based on established determinants of equity and consistent with KCC 26.12.003.J
3. Capital projects or programs that address unmet needs in underserved areas
4. Projects that provide additional access to parks, open spaces, or recreational opportunities for people with disabilities

All projects must be geographically located within King County.

Eligible Entities

The following entities are eligible to be recipients of the Targeted Equity Grant award:

1. Tribal organizations serving residents of King County
2. Non-profit organizations
3. Small or emerging community organizations without a 501(c)(3) status, through a partnership with a fiscal agent
4. King County, cities, and towns

34 **Advisory Committee**

35 Nomination Process

- 36 1. The King County Executive will seek input from King County Councilmembers on advisory
37 committee recommendations and provide notification to the King County Council 30 days
38 prior to appointment.
- 39 2. The King County Executive will appoint committee members who reflect the diverse needs
40 and populations within King County.

41 Committee Makeup

42 The committee will be staffed by King County Parks and be composed of up to 19 people
43 appointed by the King County Executive based on the composition below.

- 44 1. City/park district representatives – up to nine members of the committee shall be elected or
45 employed officials of cities or park districts in King County. Cities or park districts in each
46 of the nine King County Council districts should be represented.
- 47 2. Open Space Equity Cabinet representatives – up to five members shall represent the Open
48 Space Equity Cabinet.
- 49 3. Non-profit and community-based organizations – up to five members shall represent
50 organizations with a strong history of community involvement and/or championing public
51 access to parks and recreation programs for underserved areas of King County.

52 Upon formation, the Advisory Committee will work closely with Parks and Recreation Division
53 staff to further develop and refine the application, review and recommendations process to
54 ensure a streamlined process is in place for ease of use by applicants, committee and program
55 administrators.

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57 **Project Selection and Reporting Process**

- 58 1. There will be a two-pronged approach to the Targeted Equity Grant Program. In addition to
59 an open, rolling application process for grants less than \$15,000, King County Parks and
60 Recreation Division staff will prepare and advertise a request for proposals (RFP) and
61 receive applications on an annual basis.
- 62 2. The Advisory Committee will review and rank proposals for all applications received
63 through the RFP process and will recommend projects and award amounts. In accordance
64 with Motion 15378, all awards in unincorporated areas should be made in consultation with
65 the Department of Local Services.
- 66 3. The Committee will make its recommendation to the Department of Natural Resources and
67 Parks based upon the eligibility criteria and the strength of the application. Project proposals
68 should be explicit regarding benefits to public access and recreation for identified
69 underserved areas of King County. Examples of project benefits include:

- 70 a. Acquisition of open space in an opportunity area
71 b. Providing recreational facilities specifically to serve people with disabilities
72 c. A community-driven planning action which results in either the recommendation or
73 implementation of new recreational facilities to increase park and open space access
74 for underserved individuals and/or communities
75 d. Development or renovation of recreational facilities that will result in increased
76 access and use by an underserved community
77 e. Implementation of culturally appropriate recreational programs that provide new or
78 increased opportunities for expanded use of park and recreation facilities or open
79 spaces by underserved individuals and/or communities
80 f. Actions that build community awareness, engagement, and organizing to increase
81 access and utilization of new or improved local parks and open spaces by underserved
82 communities, and ensure park and open space infrastructure investments are made
83 based on community input
- 84 4. Additional criteria to weigh the relative strength of applications include:
- 85 a. Community involvement, i.e. strength and diversity of partnerships and community
86 stewardship; how communities are engaged in outcomes.
87 b. Furthering established countywide priorities: Equity and Social Justice, Strategic
88 Climate Action Plan, improving water quality and increasing habitat, for example
89 through green stormwater infrastructure, Land Conservation Initiative,
90 implementation of the recommendations in the State of Play Report.
91 c. How the project plans increased access to parks and recreation facilities or programs
92 d. Ability to leverage other partners such as community groups and non-profits
93 e. Certainty of success in delivery
94 f. Cost effectiveness of the proposal
95 g. Identification of continued stewardship plan
96 h. How successful implementation will be measured over time
- 97 5. The King County Executive will transmit to the King County Council a recommended list of
98 grant awardees, including a summary description of how each project meets the selection
99 criteria and the objectives of the Targeted Equity Grant Program. The Executive will also
100 transmit an ordinance to approve grant allocations for each project.
- 101 6. The King County Parks and Recreation Division will administer the contracts for approved
102 projects. Any town or city receiving a grant will be required to notify the King County
103 Council of any major milestone such as groundbreaking or ribbon cutting 30 days prior to the
104 event.
- 105 The King County Parks and Recreation Division will provide an annual report to the King
106 County Council on the status of the Targeted Equity Grant Program. Information on the
107 number of proposals received, projects awarded in that year, and a summary of completion of
108 past projects shall be included in the report.

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110 **Program Staffing**

111 The King County Parks and Recreation Division shall be responsible for administering and
112 staffing the program, utilizing a percentage of program moneys to pay for this administration.

113 The percentage of moneys for program administration shall be consistent with other grant
114 programs managed by County agencies.

115 Administration shall include development of the process, application materials,
116 announcements, review process, contract development and administration, project tracking,
117 financial accounting, project reporting, and audit function.