

Contract, Procurement and Real Estate Services (CPRES)

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Request for Proposals (RFP) Addendum

ADDENDUM DATE ADVERTISED: Oct 28, 2025

ORIGINAL DATE ADVERTISED: [Oct 17, 2025](#)

Title: COO Evaluation Mini grants

Number: 2025BSK886RFP

Due Date: No later than November 10, 2025, 5:00PM

Contact: Sarah Cox, cpres-BSK@kingcounty.gov

This Addendum provides the following clarifications and additional information about the referenced solicitation.

Add to the summary:

This round of mini grants is open to currently funded COO Systems & Policy Change (SPC) partners. There may be additional rounds of evaluation mini grants with expanded eligibility in the future.

Currently funded COO SPC partners include:

- Casa Latina
- Chief Seattle Club
- Crescent Community Collaborative
- Disability Rights Washington
- Fair Work Center
- FEEST
- Horn of Africa Services
- India American Community Services (IACS)
- Look2Justice
- New Americans Alliance for Policy and Research
- Open Doors for Multicultural Families
- Seattle Indian Health Board
- Statewide Poverty Action Network (SPAN)
- Surge Reproductive Justice
- The Mockingbird Society
- Tubman Center for Health and Freedom
- Voices of Tomorrow
- Washington Immigrant Solidarity Network (WAISN)
- White Center Community Development Association (WCCDA)

Edit: The requirement to complete the Microsoft Forms has been disabled and is not required.

Revised to:

What to Submit

Proposals shall be emailed in one email and shall contain all required documents as one file or multiple files:

This Addendum will be provided in alternative formats upon request.

1. Completed and signed RFP cover page.
2. Applicants must submit a 2+ page proposal addressing:
 - Description of the proposed evaluation project, including timeline/workplan and evaluation deliverables
 - Connection to COO goals and strategies
 - Organizational capacity and staff lead for evaluation
 - Proof of eligibility to receive County funding

Q&A from pre-proposal conference information session:

Questions and Answers:

Q1: What are goals for this kind of evaluation project/what's the value to COO? For example, for some of our successful policy work, we'd like to capture learnings from that, including how we were able to do that work. Would this be considered eligible?

A1: The aim of these mini-grants is to do an evaluation project that captures outcomes and/or impact. Capturing learnings, including identifying how and what contributed to success is important. What you describe sounds in line with some sort of case study. However, in addition to learnings, it would be important for that evaluation project to capture the outcomes or impact of the successful policy change, which can include both intended and unintended consequences of the policy change. The aim of these grants is to capture outcomes and impacts.

Q2: How do I know if I'm eligible?

A2: Currently funded COO Systems & Policy change partners are eligible for this round of evaluation mini-grants.

Q3: How can we become a (funded) partner with COO?

A3: Funding decisions for this phase of COO have already been made. Should the Best Starts levy be passed in 2027, then there will be an opportunity for new or additional partners to be funded in the future.

Q4: Are there limitations on how evaluation information is delivered or captured? For example, we would like to be able to use video stories to capture client stories.

A4: It is acceptable to capture impact stories through video or digital methods.

Q5: Will reporting include a detailed financial report?

A5: No, but we do ask you to provide a budget plan that outlines projected budget items and costs, including things like staff, contractors, stipends, other needs, that are required for this evaluation project. We will review the budget and assess if they seem realistic and reasonable for the proposed body of work and timeframe.

Q6: What is meant by the term "discreet"?

A6: We mean something that can be accomplished within a 6 to 12 month time frame, so something that likely focuses on evaluating one specific component of your work versus evaluating everything. For example, if you were able to successfully achieve one policy change, then "discreet" in this case would be evaluating what the outcomes or potential impacts of the policy change are.

Q7: Is the slideshow available for access on RFP site?

A7: Yes. This slide deck from the information session will be made available on the solicitation site, along with the recording from today's session.

All other terms of Request for Proposals (RFP) 2025BSK886RFP remain unchanged.