

## 2026 Environmental Justice Fund RFP

### Sample Narrative Responses, Project Timeline, and Project Budget

Please review the [2026 EJ Fund Application Guidelines](#) which provides useful information about the application process.

The Application Guidelines also lists the characteristics of a strongly aligned application which is a good resource to help you prepare a competitive proposal. These characteristics reflect the criteria the Review Team uses in its evaluation.

Response length: Clarity is key. To support community reviewers, please keep responses brief (2,500 characters maximum which is about 2-4 paragraphs) while addressing each part of the question.

1. **ALIGNMENT WITH FUNDING PRIORITIES:** Select the funding priority that **best** aligns with your project. Note: You can review our funding priorities on our website [here](#).
- **Developing the leadership of communities impacted first and worst by climate change.** Examples Include: Community organizing and advocacy to address climate and environmental injustices; Education or outreach for priority communities to grow their awareness of climate change impacts and environmental justice
- **Supporting community-led climate or environmental solutions.** Examples Include: Community-led efforts to reduce pollution and improve air, water, or soil quality; Climate solutions that are rooted in Traditional Ecological Knowledge; Restoring waterways and urban greening
- **Trainings and exposure to climate careers.** Examples Include: Youth participation in climate or environmental-focused internships or mentorship programs; Paid internships focused on restoring ecosystems; Trainings focused on Traditional Ecological Knowledge; Skills building to extend the lifecycle of products to reduce waste and conserve resources
- **Building resilience to protect health and community wellbeing.** Examples Include: Education and outreach to prepare for climate threats (ex: extreme heat, flooding, sea level rise, wildfire smoke, air pollution); Climate-informed mental health

programs; Neighborhood support networks for climate emergencies; Traditional ecological practices that support health and resilience

**2. PURPOSE STATEMENT:** Please describe your project in 1-2 sentences.

This project aims to ensure residents know how to stay safe during poor air quality days and can access air purifiers when they need them most. By providing clear information and targeted support, we seek to help reduce health risks for our neighbors by improving indoor air quality.

**3. COMMUNITY NEED:** Who is the priority community(ies) this project will serve? What climate or environmental impacts are they facing, and how are these affecting their health, livelihoods, or wellbeing? (2,500 char limit). *The sample response has 1,616 characters, including spaces.*

The priority community this project will serve is the EFG neighborhood, a diverse area of about one square mile with 2,000 residents. The community is made up of many different racial and ethnic groups: 30% Black, 20% Asian, 20% Hispanic/Latinx, 10% white, 5% Indigenous, and 15% multiethnic or from other backgrounds. Located in the HIJ Valley, the neighborhood is particularly vulnerable to poor air quality because the valley's geography traps polluted air, making the situation worse.

Bad air quality has been a concern for many years, but it has been significantly worsened by the impact of wildfires, which are becoming more frequent and intense due to climate change. These wildfires send harmful smoke into the area, making the air unsafe to breathe, especially during wildfire season. As a result, many residents experience health problems such as asthma and other breathing issues. This is particularly concerning as hospital visits related to these conditions have increased, especially when the air quality is poor.

In 2017, five concerned residents decided to initiate action. They organized a meeting with over 50 people, and that's how ABC was created. Today, ABC has 20 volunteers who work hard to improve the situation. A 2024 resident survey found that only 16% of homes in the neighborhood have air purifiers, even though they are crucial for improving indoor air quality. Without these purifiers, residents continue to breathe harmful air, worsening their health problems. This project will address these concerns and help the community better manage indoor air quality during hazardous conditions.

**4. PROJECT IDEA:** How did the project idea come about? How was the priority community(ies) involved with its design? (2,500 char limit) *The sample response has 1,649 characters, including spaces.*

The idea for this project came from our ABC program committee after reviewing the results of our 2024 survey. We realized that many homes in our neighborhood weren't equipped to

handle poor air quality days, even though we consistently have higher average AQI scores than nearby neighborhoods. Last year, our average AQI was 250 in July and 290 in August, while “Neighborhood FGH” averaged 175 in July and 180 in August, and “Neighborhood QRS” had averages of 75 in July and 110 in August. The city's overall average AQI for July and August was 115 and 150, respectively. This stark difference highlighted the need for action to help our community deal with the poor air quality!

In April 2025, during a quarterly neighborhood meeting, we presented the results of the survey with our neighbors who expressed the need for educational programming and outreach about the impacts of poor air quality on health. Through this meeting, five residents volunteered to form an initiative named “Project Fresh Air”. Our ABC program committee worked with our five neighbors, including two high school students, to develop our plan to educate the community about the Air Quality Index (AQI) and share tips on how to improve air quality at home.

The “Project Fresh Air” team has started researching available resources for the community. We recently learned about a program from the XX State Department of Health that provides free air purifiers to low-income residents over 65, which will be especially helpful for our elderly neighbors.

We are now in the fundraising phase of the project, working to secure the resources needed to make Project Fresh Air a success.

- 5. PROJECT DESCRIPTION:** What will you do through your proposed project, and how will you do it? Where will it happen? How will your project address the disproportionate climate or environmental impacts on your community/communities? *The sample response has 2,479 characters, including spaces.*

Our project will help residents in our neighborhood understand the Air Quality Index (AQI) and give them simple but effective tips on what to do when air quality is bad. We will also share information on how to get air purifiers, which are important for cleaning the air inside homes when the outside air is unsafe. Working with the XX State Department of Health, we will provide free air purifiers to elderly residents and ask the community to help us find senior households that need them the most. By offering accessible information and free air purifiers, we aim to reduce these inequities and improve indoor air safety for those most affected.

The project will start with a community planning session at our quarterly meeting in March 2027. We will ask residents for their ideas on how to create helpful outreach messages for the whole neighborhood. We will also ask about which information should be available in other languages and how to reach people who stay at home a lot. Involving the community will help us make sure the project meets their needs.

Starting in June 2027, we will begin education and outreach activities with the help of the EJ Fund. Two outreach teams will visit 550 homes in the neighborhood. We will leave a bag on

each doorknob with flyers in English and Spanish. These flyers will explain how to respond to different AQI levels and give information on how to get air purifiers. The bags will also include a flyer with messages in other languages, showing how residents can get information in their preferred language. We will also have a table at the EFG Summer Solstice Neighborhood Block Party on June 21, 2027.

To see how well the project worked, we will ask residents to fill out a survey. The survey will help us know if they used the tips, got an air purifier, or found the resources helpful. We will ask the community how they would like to complete the survey—by email, paper, QR code, or door-to-door.

Programming will continue into 2028 to strengthen longterm preparedness. In early 2028, we will create a multilingual toolkit to bundle the most helpful 2027 materials and new resources, distributing it before wildfire season. In late spring, we will host a “Smoke Season Ready” event and conduct home visits to elderly and vulnerable residents to ensure purifiers are still working properly and guidance is easy to follow. A final community survey in 2028 will help us gather lessons learned and guide future improvements to the program.

**6. INDIVIDUALS SERVED:** Approximately how many people will your project serve directly? (Please use your best guess.)

Note: Individuals directly served should include those whose social, economic, and/or physical environment will be improved by the activities funded through this grant.

*Provide number. No narrative response.*

1,375

**7. PEOPLE:** Who will implement the project? What lived experiences or skills do they bring? How is the priority community(ies) involved in leading the project and engaged in the decision-making process? If applicable, who are your partners and what are their roles in this project? (2,500 char limit) *The sample response has 1,691 characters, including spaces.*

Our project is led by people who live in the EFG neighborhood and are directly affected by health issues worsened by climate change. Yolanda W. is our chairperson and has lived in EFG for 26 years. She is a mother of two school-aged children and runs a home-based childcare program. She is skilled at organizing and leading the team. Cesar D., our vice-chair, is a mobile nurse at OPQ company and has lived in EFG for four years. His medical background helps ensure we have the most up-to-date health information for the project. Rosa S., who has lived here for 11 years and is a bookkeeper, works alongside Lani R. and Adam Q., two high school students from EFG, to help plan and organize the project. These five residents make up our “Project Fresh Air” team.

We believe in involving the community in leadership. Every quarter, we hold meetings where residents can share their ideas and help us figure out the best solutions for the neighborhood. This keeps the project focused on what matters most to everyone. With help

from the neighborhood leadership council, the program coordinator and team create messages for the community based on the feedback we receive. With support from the EJ Fund, the program team will also receive stipends for their work.

In addition to working with the XX State Department of Health, ABC also partners with three local nonprofit organizations: Sunshine Agency, Hope Organization, and Resilience International. These groups help us share information with the community, provide support for basic needs, and join us in advocacy campaigns for positive change in the neighborhood. These partnerships strengthen our efforts and help make the project successful.

- 8. IMPACT:** Describe what success will look like to you throughout the duration of your project. Include any milestones and the positive impacts you anticipate for your community(ies) and/or the environment. (2,500 char limit) *The sample response has 2,469 characters, including spaces.*

Success for our project means that residents feel safer, more informed, and better prepared during poor air quality days. Throughout the project, we want to see community members applying the tips we shared, accessing air purifiers, and understanding how to protect themselves and their families. By the end of our project, our vision is a neighborhood where more people can identify AQI levels, know what actions to take, and have the tools they need to stay healthy indoors.

There are several key milestones for our project:

Milestone 1: Neighborhood Outreach. First, through door hangers and in-person outreach at our neighborhood block party, all 550 housing units will receive critical information and tips on how to manage poor air quality days, both in 2027 and 2028. This directly addresses the need for education on air quality, as many residents are not equipped to handle these days.

Milestone 2: We will make sure all 550 households receive information about how to find affordable air purifiers, a key tool for improving indoor air quality, especially for vulnerable residents. We will also work with the XX State Department of Health to distribute up to 25 free purifiers to elderly residents. During 2028, we will distribute an updated preparedness toolkit that will bundle the materials found most helpful by residents and add new ones. We will also check-in with residents in 2028 to ensure purifiers are still working properly. Our efforts will directly support those at the highest risk of health complications from poor air quality.

Milestone 3: We will gather feedback through surveys to understand how well residents are using the tips, accessing purifiers, and benefiting from the information. This will help us track improvements and guide future efforts.

We expect several positive impacts for our community. We anticipate that at least 50% of community members will be able to understand AQI levels and use the tips we shared. We also hope more households will have air purifiers, either through the free program or other resources. This will help improve health and support the community in dealing with air quality

problems caused by climate change. Improving indoor air quality can help lower asthma triggers, reduce hospital visits, and lessen the health impacts of repeated wildfire smoke events. Ultimately, success will look like healthier, more informed neighbors that feel prepared and supported when facing future air quality challenges.

- 9. RACIAL JUSTICE:** What practices and approaches does your organization or group use to advance racial justice? How does this show up in your work, partnerships, or decision-making? (2,500 char limit) *The sample response has 1,806 characters, including spaces.*

At EFG, we focus on racial justice by making sure our leadership and work reflect the diversity of our community. Our neighborhood includes many different racial and ethnic groups, and we believe it's important for leaders to come from the community and understand its needs. Our chairperson, Yolanda W., is a Black woman who is rooted in our community and has a deep understanding of our needs, and our Project Fresh Air team lead, Rosa S., is Latina who also understands the challenges we face. We also have two high school representatives who identify as BIPOC, and 60% of our regular volunteers are BIPOC, including retired, working, and young residents.

ABC has an advocacy team led by Marcos I., a long-time resident who worked in State Representative Fontina's Seattle office for 7 years. He holds an annual advocacy workshop for the community and helps residents learn how to comment on bills, meet with legislators, and share clear messages about our neighborhood's needs which were outlined in our Community Need response.

We prioritize working with partners who reflect our community's identities. With support from the XX Foundation, we've hired skilled BIPOC trainers to help develop leadership within our program team. These trainers shape workshops based on the team's input and regularly assess our progress to help us build strong leadership that serves the community.

We also focus on building relationships in our community. Our meetings are designed to connect people and give them a space to share ideas and concerns. We start meetings with activities to help everyone get to know each other and provide food, drinks, and childcare. Yolanda, a skilled facilitator, ensures everyone's voice is heard, and we make sure all ideas are recorded and discussed further during our team meetings.

## 10. PROJECT TIMELINE

FLUXX online grant application instructions: Please add your project activities & milestones by clicking on the green "+" sign to the right.

Activity	Date/Timeline
First quarterly community meeting: co-develop outreach messaging with residents	March 2027
Create and translate materials	Late-March - April 2027
Train outreach team	April - May 2027
Distribute doorknob hang bags	June 2027
Second quarterly community meeting: Get feedback on best way to survey residents	June 2027
Table at our annual Summer Solstice Neighborhood Block Party	June 2027
Share info with residents about how to find affordable air purifiers	June - September 2027
Distribute survey and analyze results	October - December 2027
Create a multilingual, updated Air Quality Preparedness Toolkit	January - March 2028
Host a 2028 Smoke Season Ready event in late spring	May 2028
Follow-up home visits for priority households	June - September 2028
Final community survey to improve programming	October - November 2028

## 11. PROJECT BUDGET

### Project Income

List all sources of funding for your project. You may add line items by clicking on the green "+" sign to the right.

**Environmental Justice Fund request: \$72,776**

(Note: this will be auto populated from your grant request amount)

Use the table below for preparing to report additional funding sources and in-kind donations

Funding Source	Amount	Status <i>Tell us if the funding is committed, pending or to be submitted (drop-down menu in FLUXX)</i>
QRS Foundation	\$5,000	To be submitted
XYZ Community Grant	\$10,000	Pending
Private donations	\$1,000	Pending
<b>In-Kind Donations (please list below)</b>		
Sunshine Agency (free room use for community meetings)	\$1,000	Committed
Yummy Catering, Inc. (meeting refreshments)	\$3,200	Committed
<b>PROJECT INCOME TOTAL</b>	<b>\$20,200</b>	Note: The total will populate/refresh when you save the application.

## Project Expenses

**Only include expenses requested with this funding.** FLUXX will automatically total your expenses. Please ensure that your total expenses match your grant request amount.

FLUXX online grant application instructions: For each budget category, you may add line items by clicking on the green "+" sign to the right.

## Personnel Expenses

Expenses in this category may relate to staffing costs for this project. Indicate the rate of pay and estimated number of hours to be worked.

Line Item	Amount	Description
Project Coordinator	\$42,000	\$50/hr x 40 hrs/mo x 21 months (840hrs)
Evaluation consultant	\$3,000	Flat project fee to co-develop survey with community members, help administer, analyze results, and create summary report
Graphic Designer	\$2,000	\$50/hr x 40 hrs to design booklet, toolkits, and AQI scale magnets
<b>Personnel Expenses Total</b>	<b>\$47,000</b>	Note: The total will populate/refresh when you save the application.

## Programming Expenses

Expenses in this category may relate to materials and services needed to complete the project. This includes supplies, materials, food, stipends, consultants, vendors, artists, and services.

Line Item	Amount	Description
Printed outreach materials	\$1,610	Door hang bags, resource booklet, updated toolkit, fridge magnets w/AQI scale
Translation of written materials	\$2,000	\$500/language x 4 languages
Team Member Stipends	\$7,750	\$1,250 / outreach member x 5 \$300 / program team member x 5
<b>Programming Expenses Total</b>	<b>\$11,360</b>	Note: The total will populate/refresh when you save the application.

### Indirect Expenses

Expenses in this category may relate to fiscal sponsorship, admin, and overhead related to this project.

Line Item	Amount	Description
Facilities Use	\$6,000	Cost for rental and general maintenance of shared office space
General Liability Insurance	\$700	Quote given by GIS Insurance Co.
Sexual Misconduct Liability Insurance	\$1,100	Quote given by GIS Insurance Co. - needed because two of our project team members are under the age of 18
Fiscal sponsor fee	\$6,616	Sunshine Agency's fiscal sponsor fee: 10%
<b>Indirect Expenses Total</b>	<b>\$14,416</b>	Note: The total will populate/refresh when you save the application.

### Project Expenses Covered by Other Funding Sources

Please provide a brief description of the project expenses that will be covered by other funding sources, if any.

We will be requesting \$5,000 from QRS Foundation to cover the rest of the project coordinator's salary. If we raise extra funding through private donations, our plan is to increase our team member stipends.

**\*END OF SAMPLE APPLICATION\***