

Transportation Equity Workgroup Application FAQ

FOR APPLICANTS

APRIL 2024

1. What does the Transportation Equity Workgroup (TEW) do?

The TEW serve as community stewards of the Transportation Equity Framework (TEF). Members collaborate with SDOT staff to deliver key tactics from the TEF implementation plan.

2. What is the Transportation Equity Framework (TEF)?

From 2019-2021, SDOT co-designed the TEF with members of the TEW. The TEF includes values and strategies, and an implementation plan with over 200 tactics that SDOT co-developed with members of the TEW. SDOT is now in the 6-year implementation stage of the TEF and continuing to collaborate with the TEW members to deliver this. For more information check on the TEF, [click here](#).

3. Who can be on the TEW?

Workgroup members will have personal and/or professional expertise, and be affiliated with community-based organizations, coalitions and networks from/or serving the following communities identified from [Resolution 31773](#):

- Black, Indigenous and People of Color (BIPOC) communities
- Low-income communities
- Immigrant and refugee populations
- People living with disabilities
- LGBTQIA+ people
- People experiencing homelessness or housing insecurity
- Women and female-identifying populations
- Youth
- Aging adults
- Individuals who were formerly incarcerated
- Displaced and/or high-risk displacement neighborhoods

4. Can an individual apply for a seat on the TEW?

No, individuals who are members of the general public and who do not identify with nor are affiliated and have a letter of support from a community-based organization, group, coalition and/or network serving populations identified above are not eligible for a seat on the workgroup.

5. Can a coalition apply for a seat on the TEW?

Yes, coalitions who serve populations identified by Resolution 31773 can apply for one seat on the TEW. Coalitions will be asked to submit a letter of support for their identified coalition member and identify which organization within the coalition they represent. The identified coalition member must also apply and submit their individual application. If selected for the TEW, that representative will then represent the coalition as a whole and not solely their own organization.

6. How will you confirm that an individual applying is affiliated with an agency, network or coalition?

Potential applicants for the TEW must submit a letter of support from their affiliated organization. The letter of support must be completed by your affiliated organization.

7. Our group or coalition is not a registered 501(c)3, are we still able to apply for a seat on the TEW?

Yes, your group or coalition does not have to be a registered 501(c)3 to apply for a seat on the workgroup. If you are still unsure on whether your group or coalition is eligible, please email your question to transportationequity@seattle.gov.



Seattle
Department of
Transportation

8. Will SDOT provide language access services to help a community-based organization or coalition submit their application?

Yes, all efforts will be made by SDOT to provide language access services to help a community-based organization or coalition submit their application. If you need assistance, please email transportationequity@seattle.gov or call 206-530-3260.

9. If our organization is unable to apply via mail or email, will there be another method in which our organization can apply?

Yes, all efforts will be made by SDOT to arrange alternative methods to submitting an applicant's information. If you need assistance, please email transportationequity@seattle.gov or call 206-530-3260.

10. Can SDOT provide access services for people living with disabilities to participate in the workgroup convenings?

Yes, all efforts will be made by SDOT to provide access services for people living with disabilities to participate in the workgroup convenings, and we will coordinate with selected workgroup members on their specific needs.

11. Will workgroup members be paid for contributing their time and expertise on the TEW?

Yes, non-voting TEW members will be paid at \$50/hr. during the 3-month onboarding. Once members are voted in officially as TEW members, compensation for the 2024-2025 term is at an hourly rate of \$75/hour. Each TEW member can bill up to \$7,500 for the year. All TEW members will sign an MOA with SDOT.

12. Will the organization or the workgroup member selected receive the stipend?

Workgroup members will directly receive stipends for participating on the TEW, not the organization or coalition. On a case-by-case basis we can consider providing funding to the organization the TEW member is representing; this will be assessed on an individual basis with the TE Manager and Coordinator. Once selected, workgroup members will sign a Memorandum of Agreement (MOA) with SDOT which outline payment details and members' commitment to participating.

13. Our community-based organization or coalition is located outside of Seattle but is within King County. Are we eligible to nominate someone for a seat on the TEW?

Yes, Seattle-King County-located community-based groups, organizations and/or coalitions that identify as and/or serve the populations identified by Resolution 31773 are eligible. SDOT recognizes that communities are experiencing displacement from Seattle and that transportation access is a key link for community members to travel into the city to access economic opportunities, education, healthcare and other social needs. We encourage organizations and potential workgroup members who fit these criteria to indicate in their application their community's connections or needs related to Seattle.

14. I am interested in working on a transportation related project with SDOT, can I count it as TEW hours?

No. The TEW speaks as a collective and work together as a group to deliver their annual workplan and deliverables. Individual SDOT or transportation-related projects that you are engaged in outside of your role as TEW members cannot count as TEW hours. We recognize that TEW members are in the group to advocate and change inequities you see in community, we encourage you to share this with the TEW Co-Chairs to strategize with you on where the TEW can support.

15. I am in a fellowship program with an organization that is Seattle-King County, am I eligible to apply?

TEW term-limits are 2-year commitment, you are eligible to apply if your fellowship and organization affiliation does not end before your TEW-term end. We ask that affiliated organization support their TEW members throughout the duration of the term commitment.

16. How often will the TEW members meet?

Anticipate participating in an average of 2-4 virtual/in-person meetings per month, depending on how light and busy the TEW work is. Majority of our meetings are currently virtual, but we do have occasional in-person gatherings.

17. What are the workgroup member's commitments for serving on the TEW?

Selected workgroup members are expected to serve a two-year commitment and participate in an average of 9-10 hours/month for TEW roles, with an estimated total of 100 hours for the year. Expect to participate in some combined meetings with TEW and SDOT staff, and to review materials in between meetings, provide comments via email and one-on-one meetings with fellow TEW members. To ensure we have fair and equal participation across the TEW, members cannot miss more than 3 TEW meetings annually. Workgroup members are expected to collaborate with other TEW members, SDOT and City of Seattle staff to accomplish TEW deliverables.

18. Are there additional commitments I should anticipate as a TEW member?

All new TEW members must engage and participate in tasks related to the 3-month onboarding period. We will provide members with an onboarding curriculum, which includes information about SDOT, the Transportation Equity Framework and other key contents to help support TEW members' roles. Incoming TEW members will also be paired with a current TEW member and SDOT staff to help them on-board to the TEW during the 3-month onboarding period.

19. Will SDOT provide bus passes for workgroup members to attend workgroup meetings or community building activities?

All efforts will be made by SDOT to provide bus passes (or vouchers for ORCA card holders) to assist workgroup members in attending meetings or community building activities related to the TEW.

20. What is the selection process for new TEW members?

A selection committee of TEW members and SDOT staff will review submitted applications and letter of support in mid- May. We will then select candidates to advance and meet with for interviews, tentatively by early June. Interviews will be held virtually and candidates will have 1 hour prior to the interview to receive the questions ahead of time. After the interview process, we plan to make final selection and inform candidate by end of June.

21. What can I expect after submitting an application?

Expect a confirmation email that we have received your application. We will inform candidates selected for interviews via email by early June.

If you have any other questions, please email transportationequity@seattle.gov or call Sariga Santhosh, Transportation Equity Coordinator, 206-530-3260. Please allow up to 2 business days for a response, especially as we approach the deadline for application submissions.