

# Department of Community and Human Services (DCHS) Applicant Eligibility and Minimum Requirements

*Revised March 2026*

## Who May Apply:

### Eligible Organization Type

Applicants must be one (1) of the following entity types serving communities in King County:

1. Non-profit Corporation with federal tax-exempt status with a registered Federal Identification Number (TIN) or Employer Identification Number (EIN);
2. Individual with a registered TIN or Social Security Number (SSN);
3. Federally recognized Tribe or Tribal organization;
4. Public or governmental agency;
5. For-profit Organization only when allowed by the fund source (Limited Liability Companies [LLCs], corporations, partnerships, sole proprietors, and social enterprise); or
6. An otherwise eligible entity acting as a fiscal sponsor applying in partnership with a fiscally sponsored program or a project they are willing to sponsor should the applicant be awarded funding.

DCHS funding opportunities outline specific eligibility requirements driven by fund source, statutory requirements, or investment goals. Applicants should review the “**Eligibility and Minimum Qualifications**” Section of the solicitation for program-specific eligibility details before applying.

### Licensing and Tax Identification

- Have a TIN, EIN, or SSN to facilitate payments from King County.

### Organizational Responsibility and Good Standing

- Be in good standing and eligible to receive federal, state, and County funds and must not be currently debarred, suspended, or otherwise excluded from federal or King County funding.
- Applicants with significant financial or programmatic compliance concerns with any King County contract, whether with DCHS or another King County Department, may be deemed ineligible for award.

 King County

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## Terms and Conditions

- Applicants must agree to adhere to DCHS' Standard Terms and Conditions.

## Insurance Requirements

- Applicants must be able to obtain and maintain insurance coverage appropriate to the scope of work prior to contract execution, in accordance with King County's standard requirements.

## Fiscal Sponsorship (if applicable)

- If applying with a fiscal sponsor, the fiscal sponsor—not your sponsored project or program—will be the legal entity contracting King County. The fiscal sponsor must have all required business licenses and meet all minimum requirements stated above. The sponsored project or program can be named in the contract as the group doing the work, but the fiscal sponsor is legally and financially responsible for the contract.
- Applicants applying with a fiscal sponsor must submit a Fiscal Sponsorship Agreement at the time of application. The agreement shall outline:
  - Roles and responsibilities;
  - Administrative fees collected by the fiscal sponsor and budget allocated to the sponsored project or program;
  - Reporting expectations;
  - Oversight mechanisms; and
  - Exit and/or termination provisions.

## Subcontractors (if applicable)

- The applicant must disclose all proposed subcontractors and/or the intent to subcontract any portion of the proposed statement of work at the time of application.
- Not all DCHS funding opportunities allow subcontracting. See the "Eligibility and Minimum Qualification" Section of the funding opportunity for specific eligibility details.
- See "[Requesting to Subcontract](#)" for more information.