

# Information Session: Building Decarbonization Grants for Local Governments



King County Climate Team  
November 18, 2025 & January 7, 2026

# Agenda

- Program overview & funding structure
- Eligibility & definitions
- Letter of Interest form
- Full application process
- Timeline
- Alignment with Federal Grant Requirements
- Q & A

# Program Overview & Funding Structure

# Grant Overview

**Objective:** Catalyze and support local governments in weatherizing and installing high efficiency heat pumps in buildings that serve as community gathering spaces or provide community services (libraries, community centers, skills training sites, school buildings, etc.)

## Overarching Structure

- \$7 million in grants
- For buildings located in and/or serving frontline communities
  - Max. amount per grant is \$500,000
  - Grant covers up to 50% of project costs
- For buildings not located in and not serving frontline communities
  - Max. amount per grant is \$300,000
  - Grant covers up to 30% of project costs
- Target of ~14 grants across the four-county region

# Funding Structure & Additional Information

- Local governments may apply for funds to support decarbonization for one building, or a portfolio of buildings.
  - If applying for a portfolio of buildings, the total requested grant amount must be less than or equal to \$300,000-\$500,000 depending on whether the buildings are located in and/or serving frontline communities.
- Process: Letter of Interest form → Invitation to submit full application → Application → “Notice of Intent to Award” → Cost share funding → execution of subaward agreement.
- Successful applicants will be expected to secure funds to cover the remainder of their budgeted project costs. Local governments may apply to the grant program BEFORE securing funds to cover the remainder of their budgeted project costs.
- It’s anticipated that grant selectees will have up to one year between grant selection and grant award to secure funds to cover the remainder of project costs.

# Eligibility

# Eligible Entities

## Eligible Applicants

- Local governments in King County
- Local governments in Kitsap County
- Local governments in Pierce County
- Local governments in Snohomish County

## Eligible Project Sites must meet all of the following criteria:

- The building or buildings serve as community gathering spaces **and/or** offer in-person, onsite community services directly from the building.
- The building or buildings are located in King, Kitsap, Pierce, or Snohomish County.
- The building or buildings are owned by the applying governmental entity (however, they may have tenants).

# Eligible Projects & Activities

## Eligible Projects & Activities

Upgrades to **existing buildings**, specifically any combination of the following activities:

- Weatherization, (air sealing, insulation, ventilation, etc.)
- Installation of electric heat pumps
- Minor electrical upgrades needed to support the project.

The grant does not fund any of the following:

- Window replacement
- Replacement of knob and tube wiring
- Installation of electric appliances or systems other than heat pumps
- Planning activities such as energy audits or other decarbonization planning exercises
- Any other activities or programs not listed in “eligible activities”

# Eligible Costs

## Eligible Costs

- King County anticipates providing funds through cost-reimbursement subawards to successful applicants.
- Project budgets will be limited to necessary direct and indirect costs of each applicant project, and expenditures must conform to the cost principles in Uniform Grant Guidance 2 CFR 200 Subpart E.
- Note: Costs incurred prior to securing funds and executing a subaward agreement (pre-award costs) may not be charged to the grant.

# Definitions

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## ***Local Governments***

- Counties, cities, towns, townships, and villages
- Special-purpose districts (e.g., school districts, water districts, sanitation districts) or quasi-governmental or public authorities, such as housing or transit authorities
- Regional planning councils or similar entities, if they are established by state statute or local ordinance and can provide legal documentation of their status
- Federally recognized tribal governments, when acting in a local governance capacity

# Definitions

## ***Buildings***

- Enclosed structures that are fully protected from the elements.

## ***Gathering spaces***

- Indoor areas in which large groups of people intentionally congregate (for example: community centers, community performing arts centers, school buildings, etc.).

## ***Spaces that provide community services***

- Indoor areas used for in-person, onsite activities that directly enable people to improve their lives (for example: skills training sites, food banks, libraries, etc.).

# Letter of Interest Form

# Letter of Interest Form - Overview

## Two Components

- Background and screening questions such as contact information and basic information about the building(s) (heating system fuel type, building age, etc.)
- Short narrative responses to questions related to proposed project scope, impact, and budget

## Review

- LOI forms will be reviewed on a rolling basis. Eligible entities are encouraged to submit their LOI form sooner rather than later
- King County aims to notify entities of LOI form review outcome within 3-5 weeks

# Letter of Interest Form - Overview

## **Possible outcomes of LOI form review include:**

- Project qualifies and is in a priority geography; invited and encouraged to submit a full app
- Project qualifies and invited to submit a full application
- Project mostly qualifies, however there are some ineligible activities or other issues; invited to submit a full application, noting that revisions are needed to ensure all activities are eligible.
- Not invited to submit a full application (due to ineligible building types, activities, etc.).
- For LOIs that are turned down due to ineligibility, applicants are free to submit another LOI so long as it's within the LOI submission window (Nov 10, 2025 - Jan 12, 2026).
- Additionally, entities that request pre-application technical assistance will be notified of next steps

# Full Application

# Full Application - Overview

- Only those who submit an LOI form and are invited to apply may submit a full application for this grant.
- The full application will include the following:
  - Confirmation of building information shared in the LOI form (location, age, heating/cooling systems, history of major renovations and upgrades, etc.)
  - Detailed Project description
  - Detailed budget (including an engineer's estimate or contractor's estimate) and budget narrative describing how costs were calculated or estimated
  - Detailed project workplan
  - Description of the community/ies that the building(s) serves and/or the services the building(s) provides.

# Full Application - Support

- Pre-application technical assistance to support development of a full application will be available on a limited basis for low-capacity, high-need local governments.
- To request pre-application technical assistance, please complete an LOI form and indicate your request in the relevant section.
- This support may include the following:
  - Creation of building-specific decarbonization plans
  - Project budget
  - Workplan development
  - Engineering support (where needed)
  - Any other needed elements to create a strong project plan and application materials

# Timeline



# Alignment with Federal Grant Requirements

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- King County anticipates issuing funds via subaward to successful local government applicants.
- Grant awardees (subrecipients) will need to comply with the following federal funding requirements:
  - 2 CFR Part 200, U.S. EPA Subaward Policy, and EPA Subaward Cross Cutter Requirements
  - Davis Bacon and Related Acts (DBRA)
  - Build America Buy America

# THANK YOU!

**Have additional questions?** Please email [CPRG@kingcounty.gov](mailto:CPRG@kingcounty.gov); include “Local Govt Grant” in the subject line.

**Program website:** <https://kingcounty.gov/en/dept/executive/governance-leadership/climate-office/focus-areas/building-decarbonization/grants-for-government-buildings>

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