



101 PREFONTAINE PL S  
SEATTLE, WA 98104  
**4CULTURE.ORG**

# Building for Equity: Anchoring Community Grant Guidelines

This invitational grant and cohort program funds and fosters equitable development for organizations buying, building, or renovating buildings and specialized spaces that make culture or science and technology-based experiences possible. Organizations with project budgets over \$10 million are invited to apply.

This grant is funded by King County's lodging tax and sales tax through Doors Open legislation. Please review the eligibility requirements below and update your organization's account profile before starting your application.

**IMPORTANT: Invited applicants will receive a private link to the application on September 4th. Applications are due online by Thursday, November 6, 2025, at 5pm PT.**

**Organizations or Tribes that plan to apply must update your Account Profile, and save a draft application by October 23, 2025, at 5:00 pm PST.** The application will not be available to start after that date.

Contact [Bella Monju](#) if you are unable to access your account. Contact [Lauren Miles](#) if you are unable to access your application.

## Steps to apply

### 1. What Building for Equity: Anchoring Community Funds

Anchoring Community grants provide funding and technical support for building, remodeling, and buying specialized space that houses and facilitates culture or science and technology-based experiences in King County. \$3 million is available in the funding pool for this cycle. Maximum requests are capped at \$1 million. Invited applicants may apply to this grant for 3-total years.

Organizations, Tribes, governments, and public agencies that focus on arts, heritage, historic preservation, or science and technology, and provide public benefit through their programs or activities, are eligible to apply.

Foundational to this grant is King County's [Building for Equity initiative](#) to support cultural building projects, create a pathway to racial equity and geographic access in

cultural facilities funding, and provide a unique combination of funding, technical support, and strategic partnerships.

During the panel review process, panelists may have questions about your project or application. You may be asked to provide a written or video response. Please be sure to check your email in the morning of December 8, to see if you have been asked to provide additional information. You will have approximately 48 hours from when you hear from 4Culture to provide a reply. Being asked for additional details does not mean your application is more or less likely to receive funding.

If your organization is looking for funding for equipment, we encourage you to check out our [Equipment](#) grant. Projects that consist of general maintenance and repairs, the purchase of consumable items like light bulbs and tools, regular staff salaries, or program expenses are not eligible for this grant.

### **Public Benefit: Why It Matters**

4Culture is a public agency supporting the cultural sector through revenue from Lodging Tax, 1% for Art, and Doors Open funding sources. Core to our work and defined in our Charter is a requirement that everything we fund serves the public interest, enriching communities throughout King County.

We define Public Benefit as an opportunity for King County residents and visitors to access and engage in arts, science, and other cultural activities, events, communities of practice, historic and cultural spaces, and works of public art related to our program areas. It is also a service requirement for all recipients of funding from 4Culture. Public benefits make it easier to experience culture.

Here are some ways that you can provide public benefit:

- Providing the public with access to your facilities, creative work, project, or program for free or at a reduced rate.
- Free use of your facility or low-cost rental to other cultural groups. Please note: Awardees will be required to participate in a 3-year Cultural Space Partnership through free facilities use and/or technical support to smaller groups assigned by 4Culture. The required partnership is in addition to the public benefit detailed in your application.
- Providing educational programs and experiences at cultural organizations, schools, or other venues accessible to the public.
- Participating in collaborative relationships with other cultural organizations, individuals, and groups to extend the reach and impact of a project or program for the benefit of the public. Please note: Invited applicants may participate in a 3-year Anchoring Community Cohort focused on racial equity and equitable development. Awardees must participate at approximately 12 hours per year with committed representation from their project leadership team. Cohort activities will include peer learning and collaboration with other project teams.

- Organizational capacity-building projects or activities that provide meaningful public benefits not otherwise achievable.
- Providing, through technological and other means, services or programs in locations other than an organization's own facilities.

### **Equity and Geographic Inclusion Public Benefit Requirements**

Your project must have at least one Equity Inclusion Public Benefit **and/or** at least one Geographic Inclusion Public Benefit.

#### **Examples of Equity Inclusion Public Benefits:**

- Providing free or low-cost attendance to cultural organizations and cultural facilities for county residents who have economic, geographic, and/or other barriers to access.
- Providing free access to curriculum-related arts, science, and heritage programs for public school students with an emphasis on underserved students.
- Increasing the diversity of staff and governing boards of cultural organizations.
- Increasing opportunities for access to cultural facilities, programs, and services for diverse and underserved communities.
- Providing programming that appeals to diverse populations within the county.
- Planning and implementing cultural programs or collaborating with other cultural organizations to extend the reach and impact of cultural programs to diverse and underserved populations and communities.

#### **Examples of Geographic Inclusion Public Benefits:**

- Planning and implementing cultural programs and activities outside of Seattle.
- Partnering with other cultural organizations on cultural programs and activities outside Seattle, through direct investment or in-kind support, on priority projects and initiatives.
- Providing cultural programming to communities outside the city where your organization is primarily located, either directly or in partnership with other entities.

### **What's Our Approach to Racial Equity?**

With a focus on racial equity, 4Culture funds, supports, and advocates for culture to enhance the quality of life in King County. Our commitment to racial equity inspires us to cultivate the tools and practices needed to dismantle forms of oppression.

By centering communities that have historically faced barriers to acquiring and stewarding cultural space, the goal of this program is to create pathways toward a racially equitable cultural landscape in King County.

To read more visit:

[Racial Equity at 4Culture](#)  
[Mission, Vision, Values](#)

## Criteria

We fund all our grants through a competitive process, carefully evaluating each application. For this particular grant, we'll look to see how well your project shows the following for a total of 50 points:

- **Quality and Qualifications (10 points):** the thought and reasoning you have put into your project planning, including assembling a qualified and prepared project team. How community input has informed your assessment of needs and helped to prioritize project outcomes. How this facility project was designed to help your organization fulfill its mission and address social, economic, and/or environmental challenges.
- **Feasibility (10 points):** your organization's ability to administer and complete the project within the budgetary, logistical, and time constraints described in your application. 4Culture does not provide 100% of a facility project's cost, so other support must be shown and a reasonable plan and timeline for raising all the funds needed is an essential part of your request. You must be able to start your project within 12 months of the application deadline (Nov 6, 2026) and demonstrate financial stability through the budget and financial information you provide.
- **Project Impact and Public Benefit (10 points):** how this project will create positive changes to meet the needs of the communities you serve and will increase access to cultural facilities. What public benefits this project will provide visitors and residents of King County. (for example: increased programming abilities, additional audience capacity, increased accessibility for people with disabilities, etc.).
- **Advancing Equity (10 points):** your organization or facility project's focus on including historically marginalized communities, especially communities that are disproportionately impacted by structural racism, in planning, development, execution, and final use and operation of this facility project. This is not a requirement for funding.
- **Economic Impact (10 points):** your organization and/or facilities project enhances the local economy, including staff and contractors employed, volunteer hours and in-kind donations leveraged, and other economic multipliers that accrue to King County, and indirect impacts like increasing commercial activity, activating physical spaces, and enhancing the vibrancy of communities.

## Priority Projects

Projects located in 4Culture's geographic priority areas shall receive additional consideration during the grant evaluation and awards process. Projects qualify as being in a geographic priority area by meeting one or more of the following requirements. Your project does not need to meet one of these to qualify; these only give certain projects priority:

- The project is outside of the City of Seattle.

- The project is located in a designated Community of Opportunity in King County. This is a geographic area experiencing the most significant social inequities. These designated areas are shown in purple on this map: [4Culture COO Lookup Map](#)

*\*The Community of Opportunity index is used to identify areas in King County experiencing the highest levels of need. To learn more about King County's Community of Opportunity index, visit: [Communities of Opportunity – COO Composite Index Map](#)*

## 2. Are you eligible?

Building for Equity: Anchoring Community grants are available to King County-based, federally recognized nonprofit arts, cultural, heritage, historic preservation, science and technology organizations; Tribal governments, public corporations, and public agencies; or culture or science organizations that are fiscally sponsored by a 501(c)(3) partner organization.

Organizations with facilities **project budgets of over \$10 million** are invited to apply. To apply, your organization or Tribe must demonstrate all of the eligibility requirements stated below.

### Your Organization or Tribe

1. Is a federally recognized nonprofit arts, cultural, heritage, historic preservation, or science and technology organization; Tribal government, public corporation, public agency; or culture or science organization that is fiscally sponsored by a 501(c)(3) partner and provides public benefit through its programs or activities.
  - Is not a K-12 school or school district.
  - Has a board of directors, a proven two-year record of providing arts, cultural, or science experiences or services.
  - Can, if funded, provide a W-9 form and sign a contract that limits 4Culture's liability.

### Science and Technology-based organizations must meet these additional Doors Open eligibility requirements:

- Must be a federally recognized nonprofit organization (501c3) and incorporated in the state of Washington as a Nonprofit Corporation.
- OR must be fiscally sponsored by a 501(c)(3) organization incorporated in the state of Washington; your fiscal sponsor must meet all Doors Open eligibility criteria, and your organization must be incorporated in the state of Washington as a Nonprofit Corporation.

### Science and Technology-based organizations and their fiscal sponsors may not be:

- A university, college, or institution of higher education.
- An agency of the state or any of its political subdivisions.
- A municipal corporation.
- An organization that raises money for redistribution to multiple cultural organizations.
- A radio or television broadcasting network or station, cable communications system, Internet-based communications venture or service, newspaper, or magazine.

**Your Project:**

- For this grant funding and cohort opportunity, project evaluations will be based on the timing and impact of the proposed project, preparedness of the applicant, and baseline commitment to equitable development.
- Projects must be cultural facilities, the brick-and-mortar buildings and spaces that make culture or science, and technology-based experiences possible.
- The proposed project must be active and/or shovel-ready within one year (November 6, 2026).
- All funds must be for capital costs and depreciable assets.
- Projects cannot solely consist of feasibility studies or early project planning. The project must include acquisition, construction, and/or renovation work. If the application is not for a complete project, the proposed project must complete a significant phase toward having a usable cultural facility.

**Discipline Definitions**

4Culture funds organizations or Tribes and facilities projects that are focused on Arts, Historic Preservation, Heritage, and Science and Technology. Below are definitions of each discipline.

- **Arts:** includes organizations and Tribes focused on creative place-making, cultural festivals, dance, design, film, folk and traditional arts, literary arts, multidisciplinary arts, music, theater, and visual arts.
- **Heritage:** includes organizations and Tribes focused on the preservation and transmission of local history; ethnic history; Native cultures; folklore and intangible cultural heritage; and historic and archaeological resources.
- **Historic Preservation:** includes organizations and Tribes focused on advocacy or assistance to preserve, promote, and sustain historic places; education about our historic built environment; or stewarding historic properties that serve as a venue for cultural activities.
- **Science + Technology** includes organizations focused on natural and social sciences, characterized by a formalized framework that entails the reproducible testing and revision of falsifiable ideas based on observable facts, as well as formal and applied sciences, such as mathematics and engineering. Applicants that are zoos or aquariums must also be accredited by the Association of Zoos and Aquariums.

If you're not sure if your organization, Tribe or project fits the organization and project eligibility requirements or you have a question about these criteria, please contact Maya Santos, Building for Equity Program Manager, at [maya.santos@4culture.org](mailto:maya.santos@4culture.org).

## **Eligible Expenses**

Imagine you can pick your facility project up and turn it upside down like a dollhouse. What stays in is an eligible expense for this grant. This basically means everything that is built down, plumbed into walls, and/or wired into the building. This includes:

- Land acquisition costs
- Property acquisition costs
- Demolition and site prep costs
- Appraisals
- Environmental site assessments
- Inspection costs
- Closing costs
- Building zoning and permitting fees
- Project manager fee (up to 15% of the total project cost; only 1099 contractors; no FTE staff costs)
- Architectural costs
- Engineering costs
- Building and construction costs
- Construction-phase rentals
- Landscaping costs
- LEED or SEED certification costs
- Project-associated legal costs
- IT infrastructure (only if it is built into the walls)
- Built-in security systems
- Safety and fire suppression system costs
- HVAC systems
- ADA accessibility upgrades
- Permanently affixed signage
- Roof replacement
- Fiscal sponsorship costs (only the costs associated with this grant)

- Capital debt service payments, including interest (only in select cases; must provide loan documentation for 4Culture approval. Debt Service payments after award date of January 28, 2026, are eligible.)

Eligible expenses incurred on or after January 1, 2024, are allowed.

### **Ineligible Expenses**

- Furniture (tables, chairs, bookcases, etc.)
- Decorative items (art, photos, etc.)
- Computers and electronic devices (laptops, speakers, etc.)
- IT equipment (unless it's built into the wall)
- Fundraising expenses
- Advertising, marketing, or PR expenses
- Moving costs
- Volunteer labor
- Feasibility studies
- Signage that is not affixed to the building
- FTE staff salaries and benefits
- Property or other project taxes
- General maintenance and repairs

### **Contact 4Culture to Confirm**

- Mural projects on exterior walls
- Historic mural restoration
- Lighting systems
- Sound systems
- Vehicles (only in select cases in which the vehicle is the organization's primary facility)
- Security deposits and lease payments (only those required with initial lease signing for new occupancy)
- Costs for any residential facilities (typically ineligible; please contact us if having residential facilities is essential to the arts, heritage, preservation and/or scientific public benefit your project provides.)



### 3. Helping You Succeed

#### Workshops

Workshops can make a big difference in the success of your application—each year, we find that the strongest applications come from people who have attended a workshop.

Workshops and Office Hours will be held virtually on Microsoft Teams, with captioning and recording available after September 18. Invited applicants will receive calendar invites to all workshops and office hours.

#### Workshop and Office Hours Schedule:

- Thursday, Sep 18, 12:00 – 1:00 PM (Teams workshop)
- Thursday, Oct 9, 12:00 – 2:00 PM (Teams workshop)
- Thursday, Oct 30, 12:00 – 1:00 PM (Teams office hours)

**Note:** Oct 30 will be an Office Hours session. There will be no formal presentation but grant managers will be on hand to answer any last-minute questions ahead of the Nov. 6 application deadline.

#### Field Resources

We support organizations implementing their facilities projects in ways that contribute to racial equity, geographic equity and equitable development. No matter where you are in your process, we are here to help. Visit our [Building for Equity: Field Resources](#) page, for an ongoing list of resources to help you achieve your facilities project goals.

#### Contact Us

We're here to help!

Contact Maya Santos by October 23 if you would like a review of your application draft. After October 23, applications will no longer be reviewed.

We look forward to getting to know you and your facilities project.

#### Maya Santos, Building for Equity Program Manager

[maya.santos@4culture.org](mailto:maya.santos@4culture.org)

206-263-0691

#### Lauren Miles, Building for Equity Support Specialist

[lauren.miles@4culture.org](mailto:lauren.miles@4culture.org)

206-263-3210

You can contact us about:

- Your organization and/or project eligibility status.

- Accessing the grant application.
- The panel review process, award notifications, eligible expenses, contracting, and reimbursement/payments.
- Review grant application drafts.
- Scheduling a site visit or a meeting.

## Translation and Assistance

The guidelines, a detailed explanation of how to apply, and the application are in English. If this is a barrier that stops you from understanding the grant or applying due to limited English writing ability, visual impairment, or you would like to request assistance to create an application, please contact [hello@4culture.org](mailto:hello@4culture.org) or call (206) 296-7580 or TTY 711, and we will make sure you get the support you need.

Las pautas, la explicación detallada de cómo enviar la solicitud y la solicitud están en inglés. Si esto le impide comprender la información relacionada con la beca o enviar una solicitud debido a una limitación en la capacidad para escribir en inglés, si tiene una discapacidad visual o si desea recibir asistencia para crear una solicitud, escriba a [hello@4culture.org](mailto:hello@4culture.org) o llame al (206) 296-7580 o TTY 711, y nos aseguraremos de que obtenga la ayuda que necesita.

详细说明如何申请的指南以及申请本身均使用英文。如果由于英语写作能力有限、视力障碍而妨碍您对本资助的了解或申请，或者您希望请求协助来完成申请，请发送电子邮件至 [hello@4culture.org](mailto:hello@4culture.org) 或致电 (206) 296-7580 或 TTY (听障专线) 711 联系，我们会确保您获得所需的支持。

Руководство, подробная инструкция и форма заявки на английском языке. Если вам сложно разобраться в процедуре получения грантов или подачи заявок из-за ограниченных навыков письменного английского языка либо нарушений зрения, а также если вы бы хотели обратиться за помощью при составлении заявки, отправьте письмо на адрес электронной почты [hello@4culture.org](mailto:hello@4culture.org) или позвоните по номеру (206) 296-7580 или 711 (телетайп), и мы позаботимся о том, чтобы вы получили необходимую помощь.

Hướng dẫn, giải thích chi tiết về cách nộp đơn và tài liệu áp dụng tất cả đều bằng Tiếng Anh. Nếu đây là rào cản khiến quý vị không hiểu được khoản trợ cấp hoặc cách nộp đơn do khả năng viết tiếng Anh hạn chế, do quý vị bị suy giảm thị lực hoặc muốn yêu cầu hỗ trợ để tạo đơn đăng ký, làm ơn liên hệ [hello@4culture.org](mailto:hello@4culture.org) hoặc gọi (206) 296-7580 hay TTY 711 và chúng tôi sẽ hỗ trợ những gì quý vị cần.

Tilmaamaha, sharaxaadda faahfaahsan ee ku saabsan sida loo codsado, iyo waraaqda codsiga waxa ay dhammaan ku qoran yihiin Af-Ingiriisi. Haddii ay arrintani tahay caqabad

kaa hor istaageysa fahamka deeqda ama codsashada oo ay sabab u tahay awoodda qorista Af-Ingiriisiga oo xadidan, araggaaga oo liita, ama aad jeclaan lahayd inaad codsato in lagaa caawiyo in aad codsi sameyso, fadlan la xiriiir [hello@4culture.org](mailto:hello@4culture.org) ama wac (206) 296-7580 ama TTY 711, waxaana xaqiijin doonnaa inaad hesho taageerada aad u baahan tahay.

## 4. After You Submit

### Panel Process

We make all our funding decisions through a panel process, in which a group of peers assesses your application. 4Culture staff facilitates the panel process but does not vote or try to influence the outcome.

### Timeline

The deadline for this grant is November 6, 2025, at 5:00 pm PT. Award decisions will be announced on Jan 28, 2026, and contracting will begin in March 2026.

### Contracts and Payment

If we select your project for funding, we will work with you to create a contract outlining scope, public benefit and payment schedule. Reminder: eligible expenses are those spent on or after January 1, 2024, except debt service payments.

### Requirements and Appeals

[Learn](#) about what will be required if you are awarded a grant, and about the process for appeal of a 4Culture decision.

## 5. Apply

**You must be invited to apply for this grant.** If invited, you may apply to the Building for Equity: Anchoring Community grant for funding for 3-total years.

If invited, 4Culture staff will provide you with the private link to the 2025 Building for Equity: Anchoring Community grant application you will fill out through our [online grant portal](#).

**IMPORTANT: All applicants must update your Account Profile, and save a draft application by October 23, 2025, at 5:00 pm PST.** The application will not be available to start after that date.

Once you've started your application, you can save after each step and sign out—your application will be saved as a draft that you can continue to work on up to the deadline. Once you click "Submit," your application is final. Please do not hesitate to contact us if you have any questions during the process.

Need help? Watch [this video](#) on how to access your 4Culture account and application.

## **What's in the Application?**

We strongly recommend assembling the following materials before you begin your application so you can cut and paste the information into your application. Feel free to call or email us with any questions as you work on preparing this information in advance.

If you are applying as a fiscally sponsored group, please contact [Maya Santos](#), Building for Equity Program Manager. If you are using a fiscal sponsor to apply for this grant, you must have prior approval by 4Culture staff.

## **Demographic Information**

Your organization profile in our portal must provide demographic information for your board and staff for the current year. We use this information to help us understand how well we are doing in our efforts to reach all communities in King County. Read our [privacy policy](#) for information about how we protect your information. Your application is not complete if your demographic information is not updated for the current year.

## **Project budget**

Use our Budget Form in the online application—you only need to fill out the line items that pertain to your project.

## **Financial information**

Please check your organization's most recent fiscal year information from your 990 in our grant application portal as part of your organization's profile. Make certain it is up to date! If you have never provided us with this information, we want your two most recent years.

## **Activities list**

The panel will review your list of events and primary activities from the last 24 months to better understand your organization and how it serves the public. Please include location and audience size as specific as possible. You can cut and paste from a Word document into the application section or enter information directly.

## **Board list**

Submit a list of your organization's board members, their terms, and occupations in this section of the application. You can cut and paste from a Word document or enter information directly.

## **Balance sheet**

You will be asked to provide information from your year-end balance sheet; in whatever format you present it in your financials.

## **Rendering/plan/illustration (optional)**

You may submit a PDF of up to 2 pages that help to show the panel your project—this is not required but can help to explain a remodel plan or complex project budget.

## **Equity in Development and Construction**

You will be asked questions about your racial equity efforts, strategies, and processes within your organization and your project.

### **Economic Impact**

You will be asked about the economic impacts your project will have in King County. Economic impact can be measured in many ways – please share any data and narratives that your organization has collected. 4Culture also recognizes the long-term economic benefits of improved education, strong community ties, or community development.

### **Important reminders:**

- **You must be invited to apply to this grant. If invited, you will receive a private application link on September 4.**
- **You must update your Account Profile and save a draft application by October 23, 2025, at 5:00 pm PST. The application will not be available to start after that date.**
- Contact [Bella Monju](#) if you are unable to access your account. Contact [Lauren Miles](#) if you are unable to access your application.
- Get support on your application. Contact Maya Santos at [maya.santos@4Culture.org](mailto:maya.santos@4Culture.org) by October 23 to have your draft application reviewed.
- Check your email in the morning of December 8, to see if you have been asked to provide additional information about your application or project. You will have approximately 48 hours from when you hear from 4Culture to provide a reply.
- We recommend drafting your application offline before entering your final content on your application in the portal and save your work often.
- Attend an information workshop or office hour session or view the workshop recording when available.
- If you have trouble uploading documents or saving/submitting your application, please contact Lauren Miles at [lauren.miles@4culture.org](mailto:lauren.miles@4culture.org) or (206) 263-3210 immediately.
- The Anchoring Community Cohort will take place October 2026 – October 2029. Registration and details will be sent to invited applicants separate from this application. Questions? Contact [Maya Santos](#).

### **Deadline**

Nov 6, 2025, 5pm PT

### **Workshops**

Invited applicants will receive calendar invites to all workshops and office hours.

**Contact**

Maya Santos

[maya.santos@4culture.org](mailto:maya.santos@4culture.org)

(206) 263-0691

Lauren Miles

[lauren.miles@4culture.org](mailto:lauren.miles@4culture.org)

(206) 263-3210

**Translation**

[中文РусскийSoomaaliEspañolTiếng Việt](#)

**Apply**

This grant application opens on September 4. Invited applicants will receive a private application link on this date.