

Questions? Visit [CFT application webpage \(kingcounty.gov/CFTapplication\)](https://kingcounty.gov/CFTapplication) for the application, criteria, and policy guidance documents. Workshops, office hours, and technical assistance are available. Contact Ingrid.Lundin@kingcounty.gov, 206-477-4578 (highly recommended for first-time applicants; nonprofits; match waiver requests; land match projects; projects with areas not eligible for CFT.) Nonprofit applicants: contact Ingrid as soon as possible and visit [Nonprofits and Conservation Futures webpage](#) for information about capacity review.

APPLICATION SUBMITTAL

Applications are due at 4 PM on Monday, February 10, 2025.

Submit by email to Ingrid.Lundin@kingcounty.gov (attaching materials or sharing a downloadable file location).

If submitting multiple project applications, please send one email per project.

Applying for Acquisition Funding (with an option for Site Stabilization Cost Funding)

Most project will be applying for Conservation Futures acquisition funding (request may also include site stabilization costs). Please follow these instructions.

- Look for Application Materials on the [CFT application webpage \(kingcounty.gov/CFTapplication\)](https://kingcounty.gov/CFTapplication).
- Find the header “Projects Applying for Acquisition and Site Stabilization Funding.”
- Download “CFT Application for 2026 Funding” Word document.
 - All applicants will complete pages 1-5 of the application.
 - Only submit Supplemental Form #1 or #2 if they apply to your project.
- Download “CFT Funding Request Table” Excel table.
 - All applicants will complete this table.
 - Contact Ingrid about customizing the calculations on your form if you have a complex acquisition approach (e.g. multiyear fundraising strategy, partial parcel acquisition, land match).
- A site map and a vicinity map are required (additional guidance below).
- You may include additional attachments (e.g., site photos, concept plan of site, letters of support).
- Submittal will include the following. Be sure file names include your project name:
 - “CFT Application for 2026 Funding” Word document.
 - “CFT Funding Request Table” Excel table.
 - Two required maps and any additional optional attachments.
- If you can, please use Adobe Acrobat to bind all your documents into one PDF (not required). However please also send the Excel table to us in case we need to check calculations.

Applying for Only Site Stabilization Cost (SSC) Funding

We have a standalone application to request only site stabilization cost (SSC) funding for initial site stabilization work that follows on acquisition.

If an agency is submitting applications for multiple acquisition projects for which they also seek SSC, it may be easiest to consolidate all the SSC requests into this one application. This allows for ease of administration, as SSC dollars for multiple sites can be made into one single SSC award.

This form might also be used by applicants who have received recent Conservation Futures acquisition awards, and are purchasing or have recently purchased a parcel that required demolition. Funding is only available for initial site stabilization (demolition, fencing and/or signage) performed to secure a site following on acquisition.

- Look for Application Materials on the [CFT application webpage \(kingcounty.gov/CFTapplication\)](https://kingcounty.gov/CFTapplication).
- Find the header “Projects Applying for Site Stabilization Cost (SSC) Funding Only.”
- Download “CFT Application for 2026 Funding – SSC Only” Word document. All applicants will complete this document.
- Download “CFT SSC Funding Request Table” Excel table. All applicants will complete this table.
- Submittal will include the following. Be sure file names include your project name:

- “CFT Application for 2026 Funding – SSC Only” Word document.
- “CFT SSC Funding Request Table” Excel table.
- If you can, please use Adobe Acrobat to bind all your documents into one PDF (not required). However please also send the Excel table to us in case we need to check calculations.

MAP GUIDANCE

A vicinity map and a site map are required. If you have not yet identified specific parcels, please do what you can to provide a map or two showing where you are interested in acquiring land.

Please contact us if creating maps is a hardship and you need assistance.

Please produce your maps in 8 ½” x 11” size (letter size) if possible.

Vicinity Map Guidance

- Show approximately a 2-mile radius around the proposed acquisition.
- Use a standard base map layer, not aerial photo layer.
- Show proposed acquisition targets, public open spaces, regional trails, in colors as described above.
- Show relevant features such as streams and lakes, major roads, cities, urban growth boundary, agricultural or forest production district boundaries.

Site Map Guidance

- Use aerial photo base layer.
- Feel free to include multiple site maps zoomed in to show parcel details.
- Show and label relevant features such as streams and lakes, roads, cities, urban growth boundary.
- Preferred colors/shading, if possible:
 - Red outline for “Current funding priority”: Parcels that are your current funding targets in the scope, or which you are using as land match. Label with parcel numbers.
 - Yellow outline for “Future priority”: Future potential, long-term funding targets, not for current funding request (need to come back to committee to prioritize before purchase). For multi-year projects, please try to keep your potential, long-term scopes consistent year-to-year.
 - Orange outline and/or a striped pattern for “Currently funded for acquisition”: For multi-year projects, we recommend you show parcels that were recent funding priorities in grant awards, but which haven’t yet been acquired. This helps illustrate continuity of scope.
 - Green shading (with transparency): Existing nearby public open spaces. Label park names or ownership.

POLICY REMINDERS

Recent policy updates include the following new policies starting in 2024. More policy guidance is available in the Conservation Futures Program Manual (available on [CFT application webpage, kingcounty.gov/CFTapplication](https://kingcounty.gov/CFTapplication))

- **25% Match Requirement:** Starting with 2024 awards, the required match is 25% of total project costs, rather than 50% as it has been for past awards. This means that Conservation Futures can pay up to 75% to total project costs. This policy change helps reduce barriers around match; direct partner savings can be put toward capital projects or site operations. The match waiver allowing 100% Conservation Futures funding for opportunity area projects remains unchanged.
- **Site Stabilization Costs:** Starting in 2024, applicants can apply for site stabilization cost awards. Initial site stabilization costs are limited to signage, fencing, or demolition of structures necessary to secure real property interests acquired with conservation futures tax levy proceeds for public safety or resource

protection purposes (in contrast to general park development purposes). SSC costs would only be those directly associated with and immediately following site acquisition. For example, protecting sensitive cultural, historic, and/or environmental resources; public safety hazards (e.g. cliffs, sinkholes); attractive nuisances (e.g. structure protection). These awards cannot supplant or replace existing funding – thus you should not expend funds for these expenses prior to the award of county SSC funding in the 2026 budget.

NONPROFIT APPLICANTS

Nonprofit applicants please contact Ingrid.Lundin@kingcounty.gov at the first available opportunity. We have a required nonprofit capacity review to work on prior to application. Visit [Nonprofits and Conservation Futures webpage](#) for additional information.