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## Kansas Governor's Grants Program

### State General Fund Grant Program for Domestic Violence and Sexual Assault Agencies

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### Fiscal Year 2027 Continuation Grant Solicitation

**APPLICATION DEADLINE:**

**SUBMIT BY 11:59 p.m. May 14, 2026  
IN THE GRANT PORTAL**

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For questions regarding application requirements, please contact the  
Kansas Governor's Grants Program (KGGP) at 785-291-3205 or [kggp@ks.gov](mailto:kggp@ks.gov)

# State General Fund Grant Program for Domestic Violence and Sexual Assault Agencies

## Overview

The State General Fund (SGF) Grant Program supports the enhancement and expansion of services for survivors of domestic violence and sexual assault, including outreach services to underserved populations and underserved areas of the state. In addition, the SGF Grant Program awards may be used as matching funds required by federal formula grants that support sexual and domestic violence services.

Applicants must apply each year to receive funding consideration. All applicants must be accredited or be in the process of accreditation by the Kansas Coalition Against Sexual and Domestic Violence (KCSDV). The distribution of grant funds is contingent upon receipt of adequate funds and appropriations.

## Funding Availability and Grant Project Period

The applicant must provide specific justification of need for the full budget request in the Project Narrative. There is approximately \$24 million available for distribution. **To be considered for a FY 2027 award, applicants must be in good standing with current Kansas Governor's Grants Program (KGGP) grant awards.**

Grant projects funded by this SGF Grant Program shall be for a period of 12 months from July 1, 2026, to June 30, 2027. Any funds not obligated by June 30, 2027, must be returned to the KGGP.

## Grant Application Deadline

Grant applications must be submitted via the [Grant Portal](#) by **11:59 p.m. May 14, 2026.**

## Limitations on the Use of Grant Funds

The SGF cannot be used for the following:

- Magazine subscriptions or to print or disseminate agency newsletters.
- Direct payments to any victim or dependent of a victim of domestic violence or sexual assault.
- Gift cards for victims or their dependents.
- Fundraising, lobbying, board development, or research projects or for training directed at any of these subject areas. However, grant funds may be used to pay for costs incurred specifically for preparing the SGF grant application.
- Construction, land and/or property acquisitions, or vehicle purchases. This includes mortgage payments and security deposits when assisting victims and survivors with shelter and transitional housing.

### **Travel-Related Expenses**

Reimbursement for mileage and meal travel-related expenses shall not exceed the applicant's approved policy rate or the current IRS mileage/GSA per diem rates (<https://www.gsa.gov/travel/plan-book/per-diem-rates>), whichever is lower. If the applicant chooses to reimburse at a rate in excess of the federally approved rates, per its agency policy, grant funds administered by the KGGP cannot be used to make up the difference.

### **Equipment**

Equipment and hardware purchases are allowed for the purpose of replacing broken or outdated equipment necessary to support the grant project. For purposes of this application and grant program, equipment is defined as assets with a useful life of one year or more and a unit cost of **\$10,000** or more.

### **Training**

Training or conference attendance outside of the State of Kansas are generally not allowable unless necessary and essential to the grant project's success. The applicant must demonstrate comparable training is not available in Kansas.

### **Misuse of Grant Funds**

Misuse of grant funds may result in a range of penalties, including suspension of current and future funds, recoupment of monies provided under a grant, and civil and/or criminal penalties.

### **Grant Recipient Compliance and Reporting Requirements**

Applicants awarded a SGF grant are expected to comply with the SGF Grant Program requirements set out in the grant assurances, reporting requirements, and any requirements arising as a result of a compliance review. The KGGP will conduct a compliance review of each SGF grant award. Failure to comply with these requirements may result in suspension or termination of grant funding.

In addition, grantees must maintain appropriate programmatic and financial records that fully disclose the amount and disposition of SGF grant activity. This includes, but is not limited to:

- Financial documentation for disbursements;
- Daily time and activity records specifying time and type of service devoted to allowable SGF activities;
- Grant project files;
- The portion of the grant project supplied by other sources of revenue;
- Job descriptions;
- Contracts for services;
- Statistical documentation; and
- Other records that facilitate an effective audit and grant analysis for compliance.

Agencies receiving a SGF grant are required to submit the following reports:

- Quarterly **Financial Status Report** provides fiscal information on expenditures made during the quarter. These reports are due 10 calendar days after the end of each quarter.
- Semi-annual **Grant Project Statistical Report** provides statistical information on individuals and families being served. These reports are due January 20 and July 20.
- The **Grant Project Narrative Report** provides an anecdotal description of the activities and services provided with grant funds. This report is due July 20.
- The **Projection of Final Expenditures Report** is due May 31.
- Any other reporting procedures that may be required by the KGGP.

Agencies submitting late, incorrect, or incomplete reports will not receive payment until the next scheduled payments for grant programs. Repeatedly late reports, failure to submit reports, or supporting documentation required by the grant assurances, or failure to respond to compliance review findings in the timeframe provided, will result in the suspension of grant funds. The grantee must be in compliance with grant requirements before grant funds are paid.

Copies of all financial and statistical supporting documentation must be maintained by the agency for a period of five years following the closeout of the grant award.

### **Review of Applications**

KGGP staff will review applications for completeness, ensuring solicitation requirements are satisfied and proposed budgetary and programmatic information is allowable, reasonable, understandable, measurable, and achievable. Incomplete applications, with *any* missing components or information, will receive consideration only after all other successfully completed applications have been considered. Applicants will be notified via the Grant Portal of the grant award decision. Please do not call regarding the status of an application.

### **Grant Portal Instructions**

Review the information for submitting an application via the [Grant Portal instructions](#). For technical assistance regarding the SGF grant program guidelines or application submission, contact the Kansas Governor’s Grants Program at 785-291-3205 or by email at [kggp@ks.gov](mailto:kggp@ks.gov).

### **Application Requirements**

Please read the SGF solicitation and requirements in their entirety before completing the grant application. Submit application documents in 12 pt. Times New Roman, number the pages of the Project Narrative, and title each document filename as indicated below. Do not submit any section of the application in landscape format. Do not submit any items not specified in the instructions.

The application must include the following items:

- \_\_\_\_\_ General Information (completed in Grant Portal)
- \_\_\_\_\_ Project Narrative (separate document to upload; not to exceed five (5) pages)
- \_\_\_\_\_ Grant Project Budget (completed in Grant Portal)

- \_\_\_\_\_ Agency Budgets (separate documents to upload)
- \_\_\_\_\_ Proof of 501(c)(3) (separate document to upload)
- \_\_\_\_\_ Certificate of Good Standing (separate document to upload)
- \_\_\_\_\_ KCSDV Accreditation (separate document to upload)

## **General Information (completed in Grant Portal)**

Applicants must complete the General Information page online. Please note the language provided in the proposed grant project “Description” field may be utilized on public websites and documents to describe the purpose of the grant project. This project description should be a concise, one- or two-sentence, description of the programs, activities, and/or services to be done through the requested funding.

## **Project Narrative (separate document to upload - not to exceed five (5) pages)**

The following items must be included in the Project Narrative. Include each item in the order listed below and clearly label each section. The Project Narrative pages shall be numbered and shall not exceed five (5) pages in length.

### **Applicant Facilities**

Applicants must provide a detailed description of all facilities that will support program activities. This includes shelter facilities, transitional housing units, or other safe housing options. For each facility, specify the following:

- Type of facility (e.g., emergency shelter, transitional housing, safe house).
- Number of beds available.
- Whether the facility is owned or rented by the applicant.
- Whether the facility is compliant with the Americans with Disabilities Act.
- Whether the facility is staffed 24/7.
- Any on-site safety or security measures (e.g., security personnel, surveillance systems, controlled access).

Applicants should also address how these facilities meet the needs of the target population in terms of safety, accessibility, and appropriateness.

### **Justification of Need for Grant Funds**

Applicants must provide a comprehensive explanation detailing the requested allocation of these SGF grant monies and specifying the activities to be funded with SGF grant funds. If the applicant is requesting a new budget line item or funding increase to line items from the previous SGF grant award, the applicants must explain the need for additional funds and how the requested increase will assist the agency in providing services. The applicant must ensure that any request for additional funds to support the additional activities aligns with the proposed grant project budget.

### **Grant Project Staff**

Provide a list of each staff member to be funded with the grant award and include staff who will be responsible for monitoring and evaluating the grant project. Provide the name, title, and a brief job description for each staff person listed.

### **Dissemination of Crime Victims' Rights Information**

Describe the applicant's written procedures for assisting victims of crime in seeking available crime victims' compensation benefits and informing crime victims of their rights as provided by law. The procedures must detail how victims will be informed of their statutory rights as provided in K.S.A. 74-7333 and amendments thereto.

### **Civil Rights Contact Information**

Applicants must include the name, title, address, and telephone number of the civil rights contact person who is responsible for ensuring all applicable civil rights requirements are met and who will act as liaison in civil rights matters.

### **Current Board President Contact Information**

Applicants must include the name, profession (if applicable), address, phone number, email address, and the term of service for the current Board President.

### **Current Audit Report Requirement**

All applicants must provide details in this section of the Project Narrative regarding the organization's most recent financial statement audit, including:

- The date the audit was completed;
- The name of the auditor or auditing firm;
- The period covered by the audit;
- Whether the applicant met the threshold for a Single Audit (\$1 million federal funds expended); and
- Where the audit report is filed.

If the KGGP has not yet received a **PDF copy of or hyperlink** to a website posting of the organization's most recent financial statement audit report—including the Single Audit report, if applicable—and IRS Form 990, these documents **must be submitted in full** via email to [kggp@ks.gov](mailto:kggp@ks.gov). Additionally, if the audit report or the Auditor's Letter to Management contains any findings or recommendations, the applicant must describe the steps taken or the plan to address them.

### **Grant Project Budget (completed in Grant Portal)**

The applicant must submit a reasonable and cost-effective grant project budget. All grant project-specific budget information is completed online within the data fields provided by the Grant Portal. No *grant project* budgetary documents are uploaded as part of the application.

A detailed calculation and brief narrative explanation must be provided in the Description field of each line item. Calculations shall clearly demonstrate how the requested amounts were derived. Personnel must be listed by the agency-assigned title for the position. Positions shall be classified as "New" *only if* the requested position would be a new position for the agency. Personnel and associated fringe benefit costs must be demonstrated in terms of full compensation and the percentage of time to be devoted to the SGF grant project for each position requested. Training events and other travel costs must be specifically identified to the extent possible. Following are examples of descriptions that might be used for line-item requests. Visit [Writing a Grant Project Budget](#) for more guidance.

	<u>Request</u>	<u>Description</u>
Advocate	\$ 9,381	“Full-time, 40 hrs/wk, 20% of time on project; employee scheduled to receive a 5% raise on Jan 1 <sup>st</sup> : (\$22.00/hr x 1,040 hrs) + (\$23.10/hr x 1,040 hrs) = \$46,9040 x .20 of time”
Volunteer Coordinator	\$13,325	“Full-time, salaried, 25% of time on project; employees scheduled to receive a 5% raise on Jan 1 <sup>st</sup> : (\$52,000 x .5 year) + (\$54,600 x .5 year) = \$53,300 x .25 of time”
Conferences/ Workshops	\$ 1,888	“Crime Victims’ Rights Conference, April, Wichita: (\$250 registr. x 3 staff) + (200 mi. x \$.65/mi. x 1 vehicle) + (\$123/nt. [\$110 rate + 12% taxes/fees] x 2 nights x 3 staff) + (\$30/day meals [\$58/day less meals provided] x 3 days x 3 staff)”

**Current and Next Fiscal Year Agency Budgets (separate document to upload)**

Upload the applicant’s current and next fiscal year budgets, including balanced **income and expenses**. Include the fiscal period utilized by the agency. List all staff positions separately with their respective salaries/wages. If the applicant is under the umbrella of a larger entity, submit the budget developed for the applying program. Agency income must list **all** sources of financial support (i.e. foundations, government agencies, fund-raising events, individual contributions). For each income source, state the amount and its status (received, requested, committed, or projected). If the income is requested or projected, state the date the program expects to be notified of the funding decision or the date the program anticipates collecting the income. Include the appropriate pro-rated portion of this grant application request as budgeted income with a “requested” status. Also, be sure all line items requested in this application can be found in the program’s budget for expenses.

Example of budget income only:

Agency’s Current Fiscal Year January 1-December 31, 2026

SOURCE:	AMOUNT:	STATUS:	DATE:
City of ‘x’	\$10,000	Projected	7/26
United Way	5,000	Received	1/26
Walk-A-Thon	500	Collected	2/26
’26 SGF-GOV	137,000	Received	7/25
’27 SGF-GOV	143,500	Requested	5/26
’26 VOCA-GOV	30,000	Received	10/25
’27 VOCA-GOV	<u>10,000</u>	Projected	10/26
Total Program Income	\$336,000		

**\*Note:** -Budget expenses are also required.  
 -Repeat for Next Fiscal Year.

### **Grant Management Capacity (separate document to upload)**

The KGGP must assess the applicant's ability and capacity to implement the proposed SGF project in full compliance with statutes, regulations, and terms and conditions of a grant award. Applicants must upload as an attachment a document describing the following information:

- Written accounting policies and procedures and how often they are updated (do not copy/paste the accounting policies and procedures);
- Any potential personal or organizational conflicts of interest within the applicant agency or any of its employees, contractors, or affiliates related to the possible receipt of SGF subgrant funds;
- Procedures for ensuring each grant award and associated match is accounted for separately and distinctly from other sources of revenue;
- Accounting system, when the current system was implemented, its level of automation, and type(s) of technology utilized, and any manual accounting processes used to complement the system;
- Procedures for monitoring the approved grant project budget and tracking expenditures at a line-item level;
- Internal controls for ensuring grant project expenditures are solely for allowable and approved purposes;
- Knowledge, qualifications, experience, and training of programmatic and fiscal staff responsible for guaranteeing grant compliance; and
- Experience in managing other grant funds awarded to the applicant agency, including the name of the grant program, the purpose of the program, the year(s) awarded, whether any monitoring was conducted by the funder(s), and what findings were cited by the funder(s).

### **Proof of 501(c)(3) (separate document to upload)**

Upload as an attachment proof of the applicant's exempt status as determined by the Internal Revenue Service.

### **Certificate of Good Standing (separate document to upload)**

Upload as an attachment a current (less than one year old) copy of the applicant's Certificate of Good Standing from the Kansas Secretary of State's Office (KSOS), available by calling (785) 296-4564 or by visiting the KSOS website, <https://sos.ks.gov/businesses/copies-and-certifications.html>.

### **KCSDV Accreditation (separate document to upload)**

Upload as an attachment a current copy of the Certificate of Accreditation showing the completion of the requirements by the KCSDV. If the applicant has not completed the accreditation process, please state why and submit a timeline for completion.