

## Certified Sites Support Grant

The Kansas Department of Commerce (KDC) will provide matching dollars up to \$10,000 for eligible entities to utilize towards the completion of the Certified Sites program application.

The funding is available for non-metro counties with a population less than 50,000. Applications from the following counties are not eligible: Butler, Douglas, Johnson, Leavenworth, Reno, Riley, Saline, Sedgwick, Shawnee, & Wyandotte.

### Certified Sites Grant Timeline

January 1, 2023 - Applications Open until funding expires

### Application

Use the following link to [Apply](#)

### Use of Funds

Eligible expenditures include consulting services, marketing costs, and engineering expenditures related to the completion of the Certified Sites program application.

### Program Requirements

The 12-month completion requirement begins upon contract execution date. Eligible costs will only be allowed within this timeframe. Grantees are required to submit monthly reports to KDC. Grantees must complete site certification within twelve months of award notification. If additional time is needed, a three-month extension request must be submitted through a formal, written request to KDC. Extension requests are due 30 days prior to the end of 12-month requirement, and the request must contain the following information:

- a) Progress achieved thus far (including obligated and expended funds).
- b) Timeline detailing key activities needing to be completed.
- c) Compelling justification as to why an extension is required, such as demonstrating a direct cause and effect between external circumstances beyond the recipients control and the inability to complete a certification prior to the end of the twelve-month period.

### Changes in Scope

Recipients are prohibited from changing the scope of the funded project. Recipients shall not modify projects and/or incur costs associated with any modifications without first receiving written approval from KDC.

### Match Requirement

All applicants are required to provide matching funds on a 1:1 basis.

Eligible sources for matching funds include:

- a) General Operating Funds.
- b) In-Kind donated services related to the Certified Sites Program.
- c) Valuation of Brownfield Program.



**Disbursement Method:**

Grant funds will be disbursed in the following manner:

Payment of awarded grant funds will be distributed once proof of match commitment documentation has been verified by Commerce staff.

All match commitment documentation must clearly identify the dollar amount, the source(s) of the funds, the proposed uses that comply with the requirements of this notice and be signed by the authorized official. The organization must submit sufficient records to demonstrate compliance with the requirements of the agreement for the award amount and the proportional match.

Failure to complete the project within the allotted time frame in its entirety will result in full repayment.

Funds will be disbursed within 30 days after all documents are reviewed and substantiated.

For further information please contact,

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