

Grant Application Checklist

Below is a list of all application materials to be turned into Salesforce

Document	Complete	Contents
Application Overview	<input type="checkbox"/>	This section includes the project narrative, budget and timeline
Required Documentation	<input type="checkbox"/>	Includes project photos and letter(s) of support.
Supplemental Documentation	<input type="checkbox"/>	Optional supporting materials include architectural and engineer reports, project bids and estimates, business and marketing plan.
Capacity Assessment	<input type="checkbox"/>	Every applicant will receive a capacity assessment rating. While this is not a part of the 100-point scoring scale, the rating is taken into consideration with the application's total score at the time funding decisions are made.
W-9 Form	<input type="checkbox"/>	https://www.kansascommerce.gov/seedgrants/
Sexual Harassment Policy Form	<input type="checkbox"/>	https://www.kansascommerce.gov/seedgrants/
Office of Procurement and Contracts - Certification of Company	<input type="checkbox"/>	https://www.kansascommerce.gov/seedgrants/
Proof of good standing with the Secretary of State	<input type="checkbox"/>	Each applicant, if not a government entity, will be required to submit a screenshot of their good standing status with the Secretary of State. Please use the Kansas Secretary of State's Business Entity Search and take a screenshot. https://www.sos.ks.gov/eforms/businessentity/search.aspx
Tax Clearance	<input type="checkbox"/>	All applicants except hospitals, libraries and government entities must provide a current Tax Clearance Certificate from KDOR at the time of submission.