How to Apply for Kansas Arts Commission (KAC) Grants

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Kansas Arts Commission

Housekeeping

- Cameras are off and mics are muted
- Submit questions at any time using "Q&A feature"
- "Raise hand" at the end to be unmuted
- Questions will be answered at the end

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Agenda

- Grants overview
- Panel review process
- Funding mechanisms
- Using Submittable
- Timeline
- Tips for strong applications
- Q&A

Tax Clearance Certificate

Do this for your organization today!

Request certificate from the KS Department for Revenue

https://www.kdor.ks.gov/apps/taxclearance/

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Read the Guidelines

- Read the guidelines

- Keep a copy handy when filling out the application

Dates

Application deadline
Mon, Mar. 23, 2026

Grant period
July 1, 2026 — June 30, 2027

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Three Grants

- General Operating Support
- Arts Everywhere
- Public Art & Murals

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General Operating Support

- Supports overall mission
- Only for arts organizations
- Up to 25% of total operating income

What's an Arts Org?

- Public OR Private
- Includes:
  - Museums
  - Arts Councils and Commissions
  - Arts and culture service orgs
  - Orgs with cultural program activity
  - **SUCH AS...**

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Art and Culture Orgs

Major Art Forms

Music, dance, theatre, creative writing, literature, architecture, painting, sculpture, folk arts, photography, crafts, media arts, visual arts, etc.

Programs of Museums

Art museums, science or history museums, zoos, arboreta, organizations that exhibit collections, including works of art, historical artifacts, living collections, or other tangible objects to the public on a regular schedule

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Arts Everywhere

For arts organizations AND non-arts organizations

Subcategories:
1. Arts in Education
2. Specific Arts and Culture Projects
3. Organizational Development
4. Visiting Artists

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Organizational Development

TWO TYPES – Only for arts orgs

Capacity Building

- Up to $5,000

- Invest in your org's "toolbox"

Salary Assistance

- Up to $20,000

- For smaller orgs

- Annual operating income under $150,000

Arts in Education

- Up to $10,000
- Bring in professional artists
- After-school programs
- Job training for creative fields

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Specific Arts and Culture Projects

- Up to $10,000
- Individual projects
- Community art
- Music festivals
- Cultural exhibition
- Lecture series on art

Visiting Artists

- Bring in a professional artist
- Up to $10,000
- Hire artists in any discipline

Compare AE and GOS

General Operating Support

• Overall Operations

• Only for arts orgs

Arts Everywhere

• Specific projects

• Some are open to non-arts orgs

Public Art & Murals

- Up to $10,000
- Activate public spaces
- Permanent or semi-permanent installations
- Create lasting artistic impact
- Temporary or experimental public art can use Arts Everywhere

Eligibility

- Kansas-based
- 501(c)(3) nonprofit OR public entity
- Private schools and universities need nonprofit status
- Complete one year of arts programming (*your* fiscal year)
- Register with KS Secretary of State Business Services Division
- Have a Unique Entity ID (UEI) from www.sam.gov
- Tax Clearance Certificate

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Independent Components

- Year-round programming

- Distinct budget within the larger university budget

- Separate mission

- Independent advisory board

- Dedicated staff and volunteers

- Programs open to the public

- Entire departments don't qualify

How Much Can You Request?

It depends.

How Much Can You Request? (GOS)

For General Operating Support

First, find you total operating income…

…in your last fiscal year, what's your total gross operating income, excluding capital contributions?

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Grant Request Limits

General Operating Support
> 25% of total operating income max

Arts Everywhere: Arts in Education
> $10,000 max

Arts Everywhere: Organizational Development — Capacity Building
> $5,000 max

Arts Everywhere: Organizational Development — Salary Assistance
> $20,000 max

Arts Everywhere: Specific Arts and Culture Projects
> $10,000 max

Arts Everywhere: Visiting Artists
> $10,000 max

Public Art and Murals
> $10,000 max

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Matching

All Grants Require One-to-One Match

Requesting $5,000?
Project budget needs to be $10,000

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In-Kind

A portion of your match can be non-cash contributions

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What's "In-Kind"?

- Using a space for free?

    The typical space rental is in-kind

- Taxes done pro bono?

    Typical pay for similar services is in-kind

- More information for calculating in-kind value is in guidelines

In-Kind Percent

General Operating Support and Arts Everywhere	Public Art and Murals
Up to 50% in-kind match	Up to 75% in-kind match

EXCEPT...

Expenditures

General Operating Support

- Day-to-day operations fulfilling your mission
- Utilities
- Staff salaries
- Programming costs
- Administrative expenses

Arts Everywhere, and Public Art and Murals

- Must be connected to your project
- Artist fees
- Travel costs
- Project materials
- Marketing for this project
- Public art installation and equipment costs

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Non-Allowable Expenditures

- Any state or federal funds
- Any funds used as match for another Department of Commerce grant
- Expenses outside the grant period
- Capital expenditures, like renovations or bricks-and-mortar projects
- Debts, contingencies, interest, non-payroll taxes, bank fees
- Food and drink
- Awards and scholarships
- Private entertainment
- Activities not open to the public
- Re-granting or making donations to other organizations
- Mortgage payments
- Payments to Commerce employees
- The costs of goods for retail, like merchandise and souvenirs

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Match-Only Expenses

Allowed in project budget, but not paid for with grant funds

- Equipment costing over $5,000 per item
- Property improvements
- Permanent fixtures
- Space rental
- Building maintenance

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More on Expenses

Public Art and Murals
- Installation and materials costs are allowable
- Modifications to installation site are typically match-only

Application Process

- Use online grant platform
- https://kansascommerce.my.site.com/Grants/s/login
- Deadline is Monday, March 23, 2026

Key Components: Budgets

- All applications include an Operating Budget and Project Budget

Operating Budget

14	Space Rental, Rent, or Mortgage			
15	Travel			
16	Marketing			
17	Remaining Operating Expenses			
18				
19	**Total Cash Expenses**	$0	$0	$0
20	**In-Kind Contributions**			
21	**Total Operating Expenses**	$0	$0	$0
22				
23	**Income**	**Prior Completed Fiscal Year**	**Current Fiscal Year**	**Next Fiscal Year**
24	Revenue: Admissions			
25	Revenue: Contracted Services			
26	Revenue: Other			
27	Private Support: Corporate			
28	Private Support: Foundation(s)			
29	Private Support: Other			
30	Government Support: Federal			
31	Government Support: State/Regional			
32	Government Support: Local/County			

Operating Budget (more)

	Income	Prior Completed Fiscal Year	Current Fiscal Year	Next Fiscal Year
18				
19	**Total Cash Expenses**	$0	$0	$0
20	**In-Kind Contributions**			
21	**Total Operating Expenses**	$0	$0	$0
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23	**Income**	**Prior Completed Fiscal Year**	**Current Fiscal Year**	**Next Fiscal Year**
24	Revenue: Admissions			
25	Revenue: Contracted Services			
26	Revenue: Other			
27	Private Support: Corporate			
28	Private Support: Foundation(s)			
29	Private Support: Other			
30	Government Support: Federal			
31	Government Support: State/Regional			
32	Government Support: Local/County			
33	Applicant Cash			
34				
35	**Total Cash Income (TCI)**	$0	$0	$0
36	**In-Kind Contributions**	$0	$0	$0
37	**Total Operating Income (TOI)**	$0	$0	$0
38	**Maximum In-Kind Allowed (based on current TCI)**	$0		

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Minimum Grant Request	Maximum Grant Request
$ 1,000.00	$ 25,000.00

🚫 You must request at least the minimum but can't request more than the maximum.

Expenses	Grant Funds	Cash Matching Funds	In-Kind Match
Employee Salaries (include fringe benefits)			
Contracted Artistic Personnel (fees for services performed, not for goods purchased)			
Other Contracted Personnel (fees for services performed, not for goods purchased)			
Space Rental or Rent (match only)			
Travel			
Marketing (could include printing, ad placement, marketing firms, graphic designers, mailings, etc.)			
Equipment, Supplies, etc. (Goods, not services. Do not include equipment that costs more than $5,000 per item)			
Remaining Project Expenses			
A. Grant Funds Requested	$ 0.00		
B. Cash Match Expenses	$ 0.00		
C. In-Kind Match Expenses	$ 0.00		
D. Total Match Expenses	$ 0.00		
E. Total Proposal/Project Expenses	$ 0.00		

Required Match Amount

$ 0.00

Income

Donations/Contributions/Fundraising Income	
Grants (Local Government)	
Grants (Private)	
Earned Program Revenue (include admissions, workshop/class fees, contracted services, etc.)	
Other Revenue (explain below)	

Project Budget (more)

Other Revenue (explain below)	
Applicant Cash (only use this if withdrawals from reserves or savings will be required to balance the proposal/project budget)	
F. Total Cash Income	$ 0.00

PROPOSAL/PROJECT BUDGET OVERVIEW

Request Amount	$ 0.00
Cash Match	$ 0.00
Total Cash	$ 0.00
In-Kind Donations	$ 0.00
G. Total Proposal/Project Budget	$ 0.00

Additional budget information, including any explanation of "Other revenue".

Support Materials

Have at least one support material document

More Support Materials

General Operating Support and Arts Everywhere

- Strategic plan, if available

Public Art & Murals

- Documentation of site permission
- Artist renderings or concept drawings
- Installation timeline
- Maintenance plan

Formats

Standard formats like PDF, JPG, and MP4

UEI Required

You *must* have a

Unique Entity ID (UEI)

from www.sam.gov

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Tax Clearance

501(c)(3) organizations must request and obtain a Tax Clearance Certificate from the Kansas Department of Revenue

Grant Portal

New Kansas Department of Commerce
Grant Portal for Applications:

https://kansascommerce.my.site.com/Grants/s/login/

KANSAS
COMMERCE

Please Note: If you have registered on behalf of an individual or organization, please login with their unique information before applying. If you have any questions, please email kdc_salesforce.admin@ks.gov.

Note: Our technical service team will never ask for your password.

👤 Username

🔒 Password

Log in

Forgot Username?   Need to Register?
Forgot Password?

If you are having issues logging in, please contact us and provide the email address associated with your username.

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Log in

Forgot Username?   Need to Register?

Forgot Password?

If you are having issues logging in, please contact us and provide the email address associated with your username.

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To get started with your application, please register for an account with the application portal.

Please Note: If you're registering on behalf of an individual or organization, you need to register as the entity before applying. If you have any questions, please email kdc_salesforce.admin@ks.gov.

Passwords: Must include 3 of the following: numbers, uppercase letters, lowercase letters, special characters, and be at least 8 characters long.

Registration

Already have an account?

Create Account

∨ Personal Information

Title

Phone
1234567891

Salutation
--None--

Mobile

*First Name
Renee

*Last Name
Example

∨ Account Information

*Applying on behalf of?
○ Business / Non-Profit Entity / Government Entity / Tribal Entity - Will receive money or tax credits.
○ Yourself - You will personally receive money or tax credits.

See program guidelines on how to register an account. If you are in doubt, please email the program contact or kdc_salesforce.admin@ks.gov and include the name of the program you are wanting to apply to confirm how to register.

*Email
you@example.com

Next

Salutation

--None--

Mobile

*First Name

Renee

*Last Name

Example

Account Information

*Applying on behalf of?

○ Business / Non-Profit Entity / Government Entity / Tribal Entity - Will receive money or tax credits.
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*Email

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Next

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--None--

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Example

Account Information

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See program guidelines on how to register an account. If you are in doubt, please email the program contact or kdc_salesforce.admin@ks.gov and include the name of the program you are wanting to apply to confirm how to register.

*Email

renee.zwahl+2@ks.gov

Organization Name

Kansas Department of Commerce

Next

Salutation

--None-- ⬍

Mobile

* First Name

Renee

* Last Name

Example

⌄ Account Information

* **Applying on behalf of?**

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* Email

renee.zwahl+2@ks.gov

Organization Name

Kansas Department of Commerce

Next

Scoring

Arts Everywhere and General Operating Support

- 100 points total

- 80+ points for funding recommendation

- Four criteria

  - Excellence: up to 40 points

  - Impact: up to 30 points

  - Management: up to 20 points

  - Accessibility: up to 10 points

Scoring Categories

Excellence (40 points)

- Mission statement clarity

- How well programs support mission

- Clear and measurable goals and objectives

- Quality of proposed programming

- Partnerships and collaborations

- Support materials

Scoring Categories

Impact (30 points)

- Scope and reach of activities

- Who benefits?

- Geographic reach

- Marketing and audience development

- Economic impact in your community

Scoring Categories

Management (20 points)

- Sound budgeting and financial planning
- Clear evaluation methods
- Evidence of fiscal stability
- Plans for sustainability

Scoring Categories

Accessibility (10 points)

- Physical accessibility of your facilities

- Programmatic accessibility

- Written policies and procedures

- Staff/volunteer training

- Efforts to include all audiences

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Scoring Categories

Public Art and Murals

    Project Excellence

    Management Plan

    Strategic Goals and Economic Impact

    Community Impact and Engagement - including Accessibility

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Next Steps

- Applications close March 23 at 11:59 p.m.
- Eligibility review
- Panel meetings
- Commission approval
- Department of Commerce approval

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Next Steps

KAC announces available funds

- General Operating Support
  - Everyone scoring 80+ is funded
- Arts Everywhere and Public Art and Murals
  - Each ranked project is funded until funds are depleted

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Tips #1

- Start now!
- Read the guidelines
- Double-check math
- Strong support materials
- Be specific

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Tips #2

- Tell us about your evaluation methods
- Be clear about your accessibility efforts
- Make sure registrations are current
- Look at in-kind limits in budgets
- Answer the question that is asked

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Open Office Hours

Zoom Office Hours with KAC staff (all times central)

Starting March 2

    Mondays: 2-3 p.m.

    Wednesdays: 10-11 a.m.

    Thursdays: Noon

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Contacts

Curtis Young — curtis.young@ks.gov

Kate Van Steenhuyse — kate.vansteenhuyse@ks.gov

Gabe Ortiz — Gabriel.Ortiz@ks.gov

Ben Stanton — benjamin.stanton@ks.gov

OR

arts@ks.gov

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BUSINESS

REGIONS

MADE IN KANSAS

NEWS
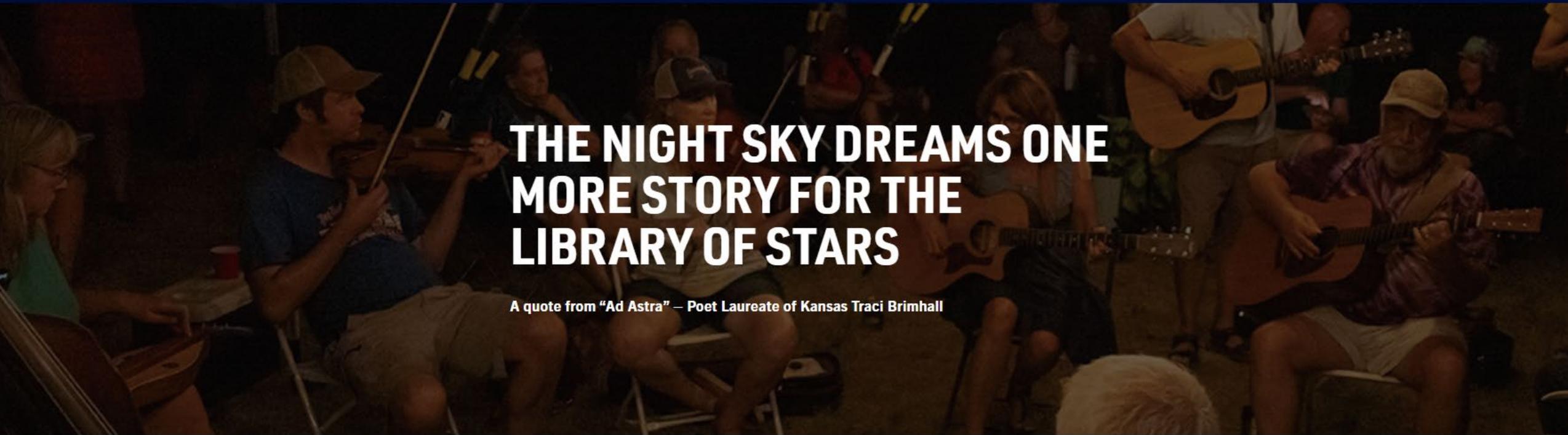
CONTACT

THE NIGHT SKY DREAMS ONE MORE STORY FOR THE LIBRARY OF STARS

A quote from "Ad Astra" — Poet Laureate of Kansas Traci Brimhall

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Contact us

Kansas Arts Commission (KAC) is dedicated to promoting, supporting and
ps://www.kansascommerce.gov/wp-admin/about.php ustries and enriching communities through arts and

We offer a range of programs and services to support cultural programming across Kansas and enhance the role the arts play in all levels of education, community service, workforce development and quality of life in our state.

CONTACT OUR TEAM

Programs

Grants +

Initiatives +

Resources

Artist Rosters +

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CONTACT OUR TEAM

Programs

 | **Grants** | +

 | **Initiatives** | +

Resources

 | **Artist Rosters** | +

Programs

Grants

Get Help

Office hours include:
Wed., Feb 25 – 10 a.m.

March 2026 office hours:
Mondays, 2 p.m.
Wednesdays, 10 a.m.
Thursdays, noon

All times central

Office Hours Zoom meeting	›

Register for "How to Apply" Webinar	2-25-2026 at 2 p.m.	›

Register for "How to Apply" Webinar	2-26-2026 at noon	›

Grant Portal

KS Commerce Grant Portal	›

Grant Descriptions and More Info

Programs

Grants

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KS Commerce Grant Portal	›

Grant Descriptions and More Info

Grant Portal

KS Commerce Grant Portal >

Grant Descriptions and More Info

Arts Everywhere Program >

General Operating Support >

Public Art & Murals >

Visiting Artists >

Grant Recipients

2025-2026 Grant Recipient List >

2025-2026 How to Manage Your Grant Webinars >

2024-2025 Grant Recipient List >

Grant Materials and Resources >

Thank you for helping keep the arts in Kansas strong!

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