

IRONED Grant

Industrial Renovation for Opportunity & New Economic Development

Application Guidelines

Opening Date: March 18th

Webinar Date: March 23rd at 4:00 PM

Office Hours:

Thursday, April 16th from 10:00 – 11:00 AM

Thursday, May 14th from 10:00 – 11:00 AM

Thursday, June 11th from 10:00 – 11:00 AM

Deadline: June 17th at 5:00 PM

IRONED Grant

Overview

The IRONED pilot grant provides gap-filling grant funds for shovel-ready industrial or manufacturing building renovation projects. The grants are intended to be the final funds that help the project get across the finish line to completion. These grants are intended to bring these buildings back to productive use as spaces for new or expanding industrial and manufacturing businesses.

Purpose

The IRONED pilot grant was created to preserve and bring new economic activity to underutilized, vacant, or dilapidated industrial and manufacturing buildings in rural communities, stimulating local economies and supporting business growth. This grant is meant to be gap financing for projects that need one last piece of their funding stack to get the project across the finish line.

Eligible Applicants

- Business Owners
- City, County Government Entities
- Local Economic Development Organizations
- Chambers of Commerce
- Non-Profits
- Tribal Nations

Ineligible Applicants

- Towns with a population of 50,000 or more are not eligible to apply.

Timeline

Grant Announcement: March 11th

Application Period: March 18th – June 17th

Submission Deadline: June 17th at 5:00 PM

Award Notification: August

Virtual Office Hours: 10:00 – 11:00 AM on April 16th, May 14th, June 11th

Informational/Grant Application Webinar:

Date: March 23rd

Time: 4:00 PM

IRONED Grant

Link: https://us02web.zoom.us/webinar/register/WN_EJG8N5f8QTKP0DFwidDW3g

Application Procedures

- Online application link can be found here:
<https://kansasdepartmentofcommerce.submittable.com/submit/ebf6d168-39fe-49f2-a663-8f9107837a96/ironed-pilot-grant>
- Questions and submission of additional documentation should be directed to the Office of Rural Prosperity at RuralKanProsper@ks.gov.
- Applications that are incomplete or missing documentation will not be reviewed for rating or considered for funding.

Estimated Time to Complete Application: 2 hours

Funding Availability

- Total Funding Available: \$200,000
- Minimum Award Amount: \$10,000
- Maximum Award Amount: \$100,000
- Expected Number of Awards: 2-4
- Period of Performance: September 2026 – March 2028

The Kansas Department of Commerce expects to announce selected grantees in early August, 2026. If selected, you may only incur eligible expenditures when the grant contract agreement is fully executed, and the period of performance has started.

Eligible Projects

Renovation of industrial or manufacturing facilities for projects that are ready for implementation and need gap financing. Renovation must be completed within 12 months of award and the tenant operating in the space must be in place within 18 months.

Ineligible Projects

- Projects in towns larger than 50,000 in population
- Projects that are in the initial concept phase without a business identified

IRONED Grant

Eligible Program Costs

To cover construction and renovation costs such as masonry, siding, insulation, foundations, roofs and guttering, fire stairs, windows, doors, chimneys, walls, ceilings, floors, concrete work, interior stairs, elevators, lighting and fixtures, electrical wiring, data and communication, wiring (not including equipment), HVAC systems and components, plumbing systems, fire suppression sprinkler systems and equipment, and ADA accessibility solutions or structural changes to support equipment use.

Ineligible Program Costs

Ineligible program expenses include professional services such as engineering or architectural fees, salaries, marketing, one-time event expenses, or consumable products like cleaning products. These grant funds are to be utilized for the physical renovation of the building.

Match Requirement

IRONED requires a 1:1 cash match, thus requiring a \$100,000 cash match to receive the maximum award amount.

Authority

The IRONED pilot grant is funded by Job Creation Fund (JCF) dollars. The program is administered by the Kansas Office of Rural Prosperity in the Department of Commerce.

Definitions

Grant Agreement: Also known as the contractual document that Building Owners and the Support Organization sign with the Department of Commerce at the beginning of their grant period. This document is sent via DocuSign from KDC Legal.

Quarterly Reports: Narrative of progress, including important dates that correspond with their submitted timeline, photos to show progress, receipts, roadblocks the grantee has faced, and any amendment requests (see amendment definition).

Grant Closeout Form: A form to be filled out by the Grantee once the project has been verified as complete by KDC through a final site visit and all reporting has been completed.

Amendment: Form to be completed if the scope of work needs to be changed, a change in budget that is more than 10% of the overall budget, and/or timeline changes.

Project Readiness: Permits are acquired and any environmental reviews are complete. Projects would have contractors identified and set for construction completion if awarded. The end-user business is already identified.

Default: Project is not completed or no tenant moved into the space within the required grant timeline.

IRONED Grant

Signee: The official person who has signing authority to bind the grantee to the contract issued by the Kansas Department of Commerce.

Release of Information: Information submitted to the Kansas Department of Commerce relating to the application may be subject to the Open Records Law (K.S.A. 45-215 et seq.).

Application and Submission Instructions

Application Content

Applications will only be accepted online through the Submittable platform and a sample application is available on the program webpage.

Required Attachments

Attachments and support materials must be uploaded into the application through Submittable. Attachments and support materials will not be accepted by any other method. Required attachments are required for eligibility. The required attachments are:

1. Preliminary Architectural Drawings
2. Bids & Estimates
3. Building Photos
4. Business Plan
5. Signed Letter of Commitment
6. Proof of Matching Funds
7. W-9 Form – Blank form [here](#).
8. State Policy Regarding Sexual Harassment Acknowledgment Form – Blank form [here](#).
9. Office of Procurement and Contracts Form – Blank form [here](#).
10. Israeli Anti-Boycott Form – For request of \$100,000 only – Blank form [here](#).
11. Required for Businesses and Non-Profit Organizations: Screenshot Submission of Kansas Secretary of State Good Standing Status. Link to Business Entity Search [here](#).
 - a. You are not required to pay for a Certificate of Good Standing; a screenshot of the webpage listing for your organization will suffice.
12. Required for Individuals, Businesses, and Non-Profit Organizations: Submission Tax Clearance Certificate. Link to apply for a tax clearance certificate [here](#).

Supporting Materials (Optional)

- Letters of Support

IRONED Grant

Submission Instructions

Applications are to be submitted through the Submittable online platform. Applicants will need to create an account or log into an existing account prior to completing the application itself. If there are any technical questions, please contact Maren.Lagaly@ks.gov.

Late Applications

To maintain a fair application process, the Kansas Department of Commerce will not accept late grant applications.

For emergency circumstances, please contact Trisha.Purdon@ks.gov or 785-289-3763 to discuss any extenuating circumstances that led to late submission.

Application Review Information

Kansas Commerce strives to review grants through an objective and unbiased process. Grants will be reviewed based on rubric criteria by a panel.

VALUE	DESCRIPTION	SCORE
EXEMPLARY	Clearly explains the project and its significant public value, justifying the allocation of financial support from the State of Kansas.	80-100
MEETS EXPECTATIONS	Sufficiently explains the project and its public value, and may justify the allocation of financial support from the State of Kansas.	50-79
INSUFFICIENT EVIDENCE	Provides an incomplete and/or inadequate explanation of the project or its public value. The information is confusing, not very clear, and/or doesn't give enough details. Does not warrant funding from the State of Kansas.	0-49

Rubric

Grants will be reviewed and scored based on the provided rubric available in the application package.

Scoring

The maximum number of points an application can earn is 100. Reviewers will individually score each application or each section that is assigned to them. A scoring rubric will be published with the grant opportunity and on the grant webpage. Funding priority criteria may be allocated a higher percentage of the total score or weighed more.

IRONED Grant

Applications must earn enough points for their application to fall under “Meets Expectations” or “Exemplary” to be recommended for funding. Meeting one of these values does not guarantee funding for a project.

Selection Criteria

All grant applications approved by the Department of Commerce will be funded according to the process set forth in the following:

All applications received by the deadline will be reviewed for eligibility and threshold criteria, as outlined in the guidelines. Eligible applications will then be reviewed and rated according to the established rubric and scoring matrix.

Kansas Department of Commerce may determine which grant applicants will receive state grant funds based on a number of factors, including:

- **Grant reviewer scores**
- Geographic distribution of grant applicants
- Services to specified populations
- History of grant applicant as a state grantee
- Applicant’s capacity to perform the work
- Pre-award capacity assessment of applicant

All awards must be approved by the Secretary of Commerce.

Award Notification

Kansas Commerce strives to notify applicants of awards in a timely manner. Applicants will be notified of funding decisions in August. Both award and declination letters will be sent via email on the same day to the primary contact listed in the application.

Grant Provisions

Ineligible expenses include but are not limited to:

- Fundraising
- Taxes, except sales tax on goods and services and payroll taxes
- Lobbyists, political contributions
- Bad debts, late payment fees, finance charges, or contingency funds
- Parking or traffic violations
- Out-of-state transportation and travel expenses. Kansas will be considered the home state for determining whether travel is out of state.

IRONED Grant

Grant Performance Expectations

In addition to Applicant Eligibility, all grantees are expected to:

1. Complete all proposal activities within the grant period
2. Include only allowable expenses in the proposal budget
3. Comply with all grant administration requirements:
 - Provide the required information for grant award agreement
 - Sign and return the grant award agreement to Commerce within 30 calendar days of receipt.
 - Request approval for any changes to the grant award agreement.
 - Complete a final report no later than **March 31, 2028**.
 - Maintain complete and accurate grant records, including all documentation, for a minimum of three years after the end of the grant period.
 - Comply with the requirements of the State of Kansas Policy Against Sexual Harassment, Discrimination, and Retaliation established by Executive Order 18-04.
 - Use the appropriate credit line or approved logo to acknowledge grant funding in all publications. See grant contract for credit requirements.

Accountability and Reporting

- Grantees are required to complete quarterly reports throughout the duration of the grant. The deadlines for these reports are September 30, December 31, March 31 and June 30.
- Commerce staff will conduct a 50% site visit and a final site visit to ensure project completion.
- Within 12 months of signing the grant agreement, all renovations must be completed.
- Within 18 months of signing the grant agreement, a tenant must be operating in the building.

Grant Payments

Payments will be distributed in two installments:

- 1st Payment – 75% of the award amount – Upon fully executed grant agreement
- 2nd Payment – 25% of the award amount – Upon exceeding 50% of the grant award amount

IRONED Grant

Release of information

Information submitted to the Kansas Department of Commerce relating to the application may be subject to the Open Records Law (K.S.A. 45-215 et seq.). Confidentiality will not be guaranteed.

Contact Information

For more information about this grant, please contact:

Trisha Purdon
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Email: Trisha.Purdon@ks.gov
Phone: 785-289-3763

OR

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