ARRIVE:

Attorney Recruitment and Retention Incentive for Vibrant Economies

Application Guidelines

Opening Date: October 19, 2026

Webinar Date: October 22nd at 4:00 PM

Webinar link:
https://us02web.zoom.us/webinar/register/WN_w0awJgS9Qrq9JA1UF8pZXQ#/registration

Office Hours:

Thursdays at 4PM

https://us02web.zoom.us/meeting/register/2paTbIF_SZ2BwG3yS20iwQ

October 29; November 5, 12, 19th

Deadline:

November 20th at 5PM

KANSAS
COMMERCE

ARRIVE Program Guidelines

Overview

The Rural Attorney Student Loan Repayment Program, authorized by House Bill 2595 and administered by the Kansas Department of Commerce, is designed to increase access to legal services in rural Kansas by encouraging attorneys to live and practice in rural communities. Subject to appropriations, the program provides annual student loan repayment assistance up to $20,000 per year for up to five years. To be eligible, attorneys must hold a law degree, are licensed and in good standing in Kansas, have outstanding student loan debt, and reside in and actively practice law in a rural Kansas community. Eligible participants must commit to practicing law in a rural community for at least 12 continuous months for each year of assistance received. Rural Kansas is defined as all counties except Douglas, Johnson, Sedgwick, Shawnee, and Wyandotte.

Purpose

To encourage licensed attorneys to reside and practice law in rural Kansas by reducing student loan burden through structured repayment assistance. The program has the following goals:

- Increase the number of attorneys practicing in rural Kansas
- Reduce the number of counties with less than 1 attorney per 1000 population, increasing the number of counties with at least 3 practicing attorneys in rural counties.
- Reduce the average age of practicing attorneys in rural counties to ensure sustainability.
- Improve access to legal services in underserved communities
- Support long-term retention of legal professionals in rural areas
- Reduce financial barriers associated with legal education

Timeline

- Grant Announcement: October 19, 2026
- Application Period: October 19 – November 20th
- Submission Deadline: November 20th at 5PM
- Award Notification: December 2026
- Office Hours: Each Thursday during application window at 4PM:
    - October 29
    - November 5
    - November 12
    - November 16
- Informational/Grant Application Webinar: October 22nd at 4:00 PM
- Link: https://us02web.zoom.us/webinar/register/WN_w0awJgS9Qrq9JA1UF8pZXQ#/registration

Application Procedures

- Online application link can be found here: https://www.kansascommerce.gov/program/attorney-recruitment-and-retention-incentive-for-vibrant-economies-arrive-grant-program/
- Questions and submission of additional documentation should be directed to Sheena Thomas at Sheena.Thomas@ks.gov
- Applications that are incomplete or missing documentation will not be reviewed for rating or considered for funding.

Estimated Time to Complete Application: 30 minutes

Funding Availability

$400,000 annually

- Total Funding Available: Up to $100,000 over a 5-year period per person
- Minimum Award Amount: $5,000
- Maximum Award Amount: $100,000
- Expected Number of Awards:20
- Period of Performance: 5 years

The Kansas Department of Commerce expects to announce selected awardees in January 2027. If selected, awarded individuals will receive student loan payments in equal shares over a maximum term of 5 years. Annual distributions will be equal to 20% of the individual's outstanding student loan balance up to a maximum of $100,000 over 5 years as long as they remain living and practicing law in an eligible rural county.

Eligible Applicants

Eligible applicants will be required to:

- Hold a law degree from an accredited postsecondary educational institution
- Is licensed to practice law in Kansas and is in good standing at time of application and at annual renewal
- Has outstanding student loan debt
- Resides in a rural county (defined as any Kansas county except for Sedgwick, Douglas, Wyandotte, Shawnee, and Johnson.
- Is engaged in the practice of law in a rural community
- Commits to at least 12 continuous months of rural practice for each year of assistance

Ineligible Applicants

- Attorneys that primarily serve urban counties or who live in urban counties in Kansas

- Attorneys that do not live in Kansas
- Individuals who are not actively practicing law or those who are not listed as active and in good standing with the Judicial Branch of the State of Kansas.
- Individuals without any student loan debt
- Individuals who have not passed the Bar Exam or who have not received a law degree from an accredited postsecondary educational institution

Eligible Program Costs

Payment must go to outstanding student loan debt that was incurred from undergraduate, graduate or law school education. Both public and private loans are eligible for ARRIVE repayment. Proof of payments to student loan servicers will be required on either quarterly or annual basis.

Match Requirement

No match requirement

Funding Priorities

All applicants will be scored based on the posted scoring rubric. Attorneys that serve or commit to serve in one of the 42 counties that have less than 1 attorney per 1000 population or an attorney that serves in one of the 15 counties with an average attorney age of 55 or higher (as of the June 2025 Rural Justice Taskforce report) will receive priority scoring. Before a funding program opens to the public, funding priorities will be determined by the Secretary of Commerce.

Authority

The Rural Attorney Student Loan Repayment Program, authorized by House Bill 2595 in June 2026, was determined to be administered by the Kansas Department of Commerce by the Kansas Legislature.

Definitions

- **Attestation:** An annual renewal of participant residency, location of practice, and majority of clients served. This is a promise that all materials provided are true and accurate.
- **Eligible Applicant:** A person that meets the requirements to apply for the grant
- **Ineligible applicant:** Someone who does not meet the requirements.
- **Practice of Law:** Includes legal representation, government or corporate counsel roles, judicial positions, and qualifying academic roles.
- **Proof of Payment** – A copy of a payment, copy of check or bank statement, showing that the funding was paid to a student loan service provider.
- **Rural County:** Any Kansas county except for Johnson, Wyandotte, Sedgwick, Douglas, or Shawnee.

- **Student Loan Debt:** Debt owed to a student loan servicing organization (public or private) for expenses related undergraduate, graduate, or law school education.

Status Definitions for Salesforce Database:

- **Draft** – Application has started an application
- **New-** New Application has been submitted but not reviewed
- **Incomplete** – Application has been received but some information is missing, or appropriate supplemental documents have not been sent in
- **No Response** – If after 30 days the supplemental documents or missing information has not been received and the agency has received no communication from the applicant regarding the missing items
- **Pending** – Application and supplemental documents have been received and are ready for the Program Manager's review
- **Approved** – Applicant is approved for participation in the program and has been approved by the review committee and Secretary of Commerce.
- **Awaiting Documents** – Annual or payment documents have been requested, Distribution of ARRIVE Funds have been suspended until the documents are received.
- **Documents Submitted**—Documents are ready for KDC staff to review
- **Documents Approved** – KDC Staff have reviewed the requested documents, status triggers Program Manger to move application back to approved status
- **Proof of Payment** – A copy of a payment, copy of check or bank statement, showing that the funding was paid to a student loan service provider.
- **Awaiting Attestation**—The portal is open for the applicant to submit their annual attestation and required documents
- **Attestation Submitted**—Participant has submitted their Attestation, and it is ready for review by KDC Staff
- **Awaiting Proof of Payment**—This means that the portal is open for the Participant to submit their proof of payment after they have received their annual distribution
- **Proof of Payment Submitted**—The participant has submitted their proof of payment and it is ready for review by KDC staff
- **Completed** – This means the Participant completed all 5 years of the program
- **Withdrawn** – This means the applicant voluntarily withdrew their application from the program before collecting all benefit
- **Withdrawn Never received funding** – This means the applicant voluntarily withdrew their application before receiving any funding
- **Denied** – Applicant did not meet the criteria for the program in the county they applied for
- **Disqualified** – The Participant had received at least one payment but did not continue to meet the criteria of the program

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

Application Template listed on website.

Required Attachments

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

1. A signed copy of the State Policy Regarding Sexual Harassment Acknowledgment Form. Blank form here.
2. Completed and signed W-9
3. Personal identification – (at least 1)
    a. Valid drivers license or Kansas State ID
    b. Passport
4. Proof of residency (at least 1)
    a. Utility bill with applicants name listed
    b. Voter ID card
    c. Lease or property ownership legal documentation for current residence
    d. Bank Statement
5. Proof of law degree (at least 1)
    a. Transcript (unofficial or official) that shows graduation date
    b. Diploma
6. Proof of Active and Good Standing
    a. Screenshot from the Kansas Supreme Court Attorney Directory: https://directory-kard.kscourts.gov/
    b. Registration number from the Kansas Supreme Court Attorney Directory
7. Student Loan Statement
    a. Statement MUST include applicant name, distribution dates, and student loan balance.
8. Letters of Support or References
    a. Require 3 letters of support or reference that can attest to the ability to practice law in a rural area, dedication to serving in a rural area, or other factors that should be considered by the review committee to award the ARRIVE program.

9. Resume
    a. Include a current resume that also includes 3 references for consideration and are available to be called by the review committee.
10. If Awarded:
    a. Completed Participant Agreement
    b. Direct Deposit form (ACH)
    c. Redacted or appropriately screened list of clients (can have a corresponding code or number to represent client name), category or type of client or legal services provided, and zip code. This ensures that a majority of clients served are in rural areas.

Submission Instructions

Applications will need to be submitted through the Commerce website. Applications need to include all information that is required with an asterisk *. A sample application can be found here: https://www.kansascommerce.gov/wp-content/uploads/2026/10/Sample-Application-ARRIVE-1.pdf

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 at Trisha.Purdon@ks.gov 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 background of the applicant and their contribution to rural Kansas, justifying the allocation of financial support from the State of Kansas.	80-100
MEETS EXPECTATIONS	Sufficiently explains the applicant and their goals for practicing law in rural Kansas, 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 their background or how they will contribute to a rural community or residents of rural	0-49

	communities. The information is confusing, not very clear, and/or doesn't give enough details. Does not warrant funding from the State of Kansas.	

Rubric

Applications 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 weighted more.

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.

Reviewers will be selected from Commerce staff, representatives from the Judicial Branch, and the Rural Justice Committee or subcommittees.

There will be 4 phases of application review: Eligibility verification, panel review, final review and selection, and final recommendations and Secretary approval.

Selection Criteria

Kansas Commerce will announce the amount of funds available for the ARRIVE Program subject to funding availability after each legislative session has concluded. All 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 funds based on a number of factors, including:

- **Application reviewer scores**
- Geographic distribution of applicants
- Services to specified populations or clients
- Applicants dedication to practicing law in rural Kansas
- 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.

All applicants will be notified in January 2027 for Fiscal year 2027. Awards will be made in November 2027 for Fiscal year 2028 and all future years of the program.

Program Provisions

The ARRIVE program was established in the Substitute for House Bill No. 2595, during the 2026 legislative session, and signed into law by Governor Laura Kelly, Monday April 6, 2026.

Funding for this program is provided in the annual appropriations bill HB 2513 (2026) Page 33, Rural Justice Initiative: $586,795 for fiscal year 2027. A portion of this funding also covers the stipend component of the legislation.

Ineligible expenses include but are not limited to:

- Any expense not for repayment of student loan debt incurred in the course of pursuing an undergraduate degree, graduate degree, or law degree from an accredited postsecondary educational institution

ARRIVE Recipient Performance Expectations

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

1. Complete annual renewals proving continued residency in a rural county.
    a. Annual attestation will require:
        i. Photo ID – current drivers license or passport
        ii. Proof of continued residency (at least 1 of the following)
            1. Utility bill with applicants name listed
            2. Voter ID card
            3. Lease or property ownership legal documentation for current residence
            4. Bank Statement
            5. Other legal documentation that shows residency.
        iii. Continued registration with the Kansas Courts and current active and good standing.
        iv. Verification of client zip codes and categories of law services provided form. This form is a redacted or appropriately screened list of clients (can have a corresponding code or number to represent client name), category of client

served or type of legal services provided, and zip code. This ensures that a majority of clients served are in rural areas. This is required per the statute.

v. If annual renewal attestation is not received in the required renewal period (60 days), the recipient will be removed from the program and will be ineligible for future funding from the ARRIVE program.

2. Submission of proof of payment on student loans.
    a. Proof of payment can be a receipt, a statement, or a screenshot of the payment.
    b. Recipients will notify Commerce if they choose to make a lump sum payment on their student loan debt or a monthly payment on their student loan debt. This will be completed during the annual renewal process.
    c. Distribution of the annual award will happen in one payment, but the payments on the student loan can be spread out monthly so that the recipient can ensure they remain compliant with Federal requirements for student loan repayment. If paying monthly, recipients will be expected to submit receipts on a quarterly basis.
    d. If paying student loans in an annual lump sum, proof of payment will be required within 30 days of payment receipt.
    e. If proof of payment is not received within 30 days of the due date, the applicant will be considered in default and will be removed from the program, and will be ineligible for future funding from the ARRIVE program.

3. Annual survey participation
    a. Annually a random selection of participants will be selected for a survey to gather feedback on the program, performance of administration of the program, and feedback on if the ARRIVE program has aided the participant in remaining in a rural area for their law practice.

4. Comply with all program administration requirements:
    - Provide the required information for participant award agreement
    - Sign and return the participant award agreement to Commerce within 30 calendar days of receipt.
    - Request approval for any changes to the participant agreement.
    - Comply with the requirements of the State of Kansas Policy Against Sexual Harassment, Discrimination, and Retaliation established by Executive Order 18-04.

Accountability and Reporting

Proof of Payment

- Quarterly: March 31, June 30, September 30, December 31.
- Annually: By March 1

If proof of payment is not received within 30 days of the due date (quarterly or annually), participants will be removed from the program and will no longer be eligible for ARRIVE.

Annual Renewal Attestation

- March 1 – April 30

If annual renewal is not received by the due date, participants will be removed from the program and will no longer be eligible for ARRIVE.

Client list

- Per HB2595, participants are required to provide a list of clients and their primary locations to ensure that participants are primarily serving rural areas. This list will be held confidential, and should be redacted, or clients listed should have a corresponding code/number in place of Client Name as well as the category of client, category of services provided to the client, and the client zip code that the client's place of residence or business is located (depending on the client).
- A form will be provided to participants upon award for annual reporting to the legislature.

Participant Payments

- Annual payments to eligible participants will be issued in November – December.
- All payments will be made via ACH – if selected participants will be required to submit an ACH form
- Annually, participants will verify their banking information on file to ensure payments are made in a timely manner.

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.). Individual personally identifying information is confidential and will not be shared, as this is not subject to the Kansas Open Records Law.

Contact Information

For more information about this grant, please contact:

Trisha Purdon
Director, Office of Rural Prosperity
107 ½ N. Pennsylvania Ave, Suite 2C
Independence, KS 67301
Email: Trisha.Purdon@ks.gov
Phone: (785) 289-3763
Website: https://www.kansascommerce.gov/program/attorney-recruitment-and-retention-incentive-for-vibrant-economies-arrive-grant-program/