



Sunflower Foundation

**Kansas Fights Addiction (KFA) Grant Review Board
and Sunflower Foundation on
behalf of the Kansas Office of the Attorney General**

REQUEST FOR GRANT PROPOSALS

FOR

Substance Use Disorder Recovery Services through Peer Supports
and Community Health Workers

Short Title: Peers/CHWs

Kansas Fights Addiction 2026 Summary of the Request for Proposals (RFP)

Key Dates

- **Posted Date:** Tuesday, May 26, 2026
- **Confirmation of Intent to Apply Deadline:** 5:00 pm CDT on Tuesday, June 9, 2026
- **Application Deadline:** 5:00 pm CDT on Friday, June 26, 2026
- **Funding Announcements:** Anticipated to be on or before Monday, September 26, 2026

You can find a list of frequently asked questions (FAQs) on [page 13](#) of this packet.

To ensure a timely and appropriate response to all inquiries, please email questions to:

KFAinfo@sunflowerfoundation.org

Grant Title:	Peers and Community Health Workers
Description:	The Kansas Fights Addiction Grant Review Board (KFAB), Kansas Office of the Attorney General (OAG), and Sunflower Foundation are accepting applications for Peers, Community Health Workers, and barrier reduction supports. The purpose of the KFA program is to prevent, reduce, treat, or mitigate the effects of substance abuse and addiction. The KFA grant program is funded by the Kansas opioid settlements obtained by OAG. Sunflower Foundation serves as the grant administrator for KFAB. To learn more about KFA, visit https://ag.ks.gov/about-the-office/affiliated-orgs/kansas-fights-addiction-act-grant-review-board .
Eligibility:	Eligibility is limited to state entities, municipalities, nonprofit entities, and for-profit private entities that provide services in Kansas for the purposes of preventing, reducing, treating, or otherwise abating or remediating substance abuse or addiction and has released or will release its legal claims arising from covered conduct against each defendant that is required by the opioid litigation.
Total Available Funding:	\$4,050,000
Award Ceiling:	Up to \$450,000 (\$150,000 per year)
Length of Project:	Up to 3 years – Awarded projects should anticipate an earliest start date of November 2026
Authorizing Statute:	KFA grants are authorized under the Kansas House Bill 2079, Kansas Fights Addiction Act, codified as KSA 75-775 to -781.

Purpose and Overview of Settlement Funds

The Office of the Attorney General (OAG) negotiated opioid settlement payments for Kansas and its counties and municipalities. These direct payments to Kansas consist of both one-time payments and recurring payments estimated to occur through 2038.

The purpose of the Kansas Fights Addiction Grant Program (KFA) is to prevent, reduce, treat, or mitigate the effects of substance abuse and addiction. The KFA grant program is funded by the Kansas opioid settlements obtained by OAG. Sunflower Foundation serves as the grant administrator for the Kansas Fights Addiction Grant Review Board (KFAB). To learn more about KFA, visit <https://ag.ks.gov/about-the-office/affiliated-orgs/kansas-fights-addiction-act-grant-review-board>.

Populations to be Served

Populations served may include, but are not limited to, individuals with or at risk of developing opioid use disorder (OUD) and/or any co-occurring substance use disorders or mental health (SUD/MH) conditions; individuals involved in the criminal legal system and in need of medications or other SUD services; and/or children impacted by substance use.

Statutory Guidance

During award consideration, KFAB will consider the following qualifying project criteria pursuant to Kansas House Bill 2079, Kansas Fights Addiction Act, codified as KSA 75-775 to -781.

- A. applications proposing science and data-driven approaches to the work;
- B. the sustainability of programming after grant funds are exhausted;
- C. qualified applicants that are not otherwise seeking or receiving funds from opioid litigation;
- D. applications to expand availability of certified drug abuse treatment programs authorized by KSA 2020 Supp. 21-6824.

KFA grants can only support services provided in Kansas or for Kansans. If an organization is based in or provides services in another state, prorated support of the proposed work will be considered only if documentation is provided to verify the percentage of services provided in Kansas or for Kansans.

Notice of Public Disclosure

Sunflower Foundation and the Kansas Fights Addiction Grant Review Board are subject to the Kansas Open Meeting Act (K.S.A. 75-4317 et seq.) and the Kansas Open Records Act (K.S.A. 45-215 through 45-223). Consequently, all materials received in an application process may be subject to public release pursuant to these statutes.

Deadline and Submission Process

1. Confirmation of Intent (COI) to Apply Deadline: 5:00 pm CDT on Tuesday, June 9, 2026, via survey at <https://www.surveymonkey.com/r/KF3533B>.

Sunflower Foundation is requesting that prospective applicants submit a brief survey of the organization's intent to apply for this funding opportunity. COI is not required but is strongly encouraged to assist in structuring an efficient review process.

COI survey questions include:

- name of organization intending to apply;
- type of organization;
- primary contact;
- additional comments (optional).

2. Proposal Deadline

Proposals must be submitted online no later than 5:00 pm CDT on Friday, June 26, 2026.

3. Submission Process

To be considered for KFA funds, all applications must be submitted electronically via the online grants management system (Fluxx). The online application will open on May 26, 2026 and is available at https://ksfightsaddiction.fluxx.io/user_sessions/new.

Applicants are encouraged to read through the entire request for proposals and application before beginning the submission process. This application is not a commitment for funds, nor does it obligate KFAB to grant or lend any form of financial assistance. For questions regarding online submission, please contact grants@sunflowerfoundation.org.

4. Funding Announcements

For applications received by the deadline, Friday, June 26, 2026, funding announcements are expected by October 26, 2026. Announcement dates are subject to change.

Grants may begin once the Letter of Agreement (LOA), the grant contract, has been executed between the foundation and the awarded organization. Initiation and execution of LOA will follow funding announcements.

Grant Application Details

Purpose

The goal of this funding opportunity is to advance community-based, recovery-oriented care by expanding availability of peer support and community health workers (CHW) working with and supporting people with substance use disorder (SUD). By expanding these services, this opportunity aims to increase access to recovery support, strengthen recovery networks, and promote sustained recovery for individuals affected by substance use disorder.

Funding will support programs that provide peer recovery support services (PRSS), such as outreach, navigation, and support services to individuals with an SUD, particularly those who face barriers to accessing SUD care, wraparound support, and community resources. Activities may include, but are not limited to, connecting individuals to SUD treatment and medical services, facilitating engagement with recovery support services, connection and guidance during the recovery journey, and coordinating barrier-reduction supports. PRSS help bridge the gap between clinical treatment and everyday life and are integral to recovery-oriented systems of care.

Organizations use a variety of job titles for positions that provide the activities above, such as recovery support specialist, care coordinator, community health worker, peer support specialist, recovery coach, peer mentor/advocate, and peer navigator. For this funding opportunity, specific job titles are not required, but applicants should detail how their project expands the availability of professionals providing these services. Applicants are also encouraged to consider where peer support specialist and community health worker certification enhances the project or leverages additional resources. Visit [SAMHSA's recent brief](#) to learn more about the similarities and differences between peer-based roles and community health workers. Additional information on Kansas certification for SUD peers is available from the [Kansas Department for Aging and Disabilities](#). Kansas certification for community health workers is available from the [Kansas Department of Health and Environment](#).

The Comprehensive Statewide [SUD Needs Assessment](#) emphasizes the many barriers, such as transportation, housing, and basic needs, that prevent individuals from accessing services and reaching long-term recovery. Under this funding opportunity, barrier-reduction supports are an allowable activity. Barrier-reduction support helps individuals engage in and remain connected to treatment and recovery services. Alongside PRSS, barrier-reduction support provides essential assistance to individuals navigating their recovery journey.

Eligible Organizations

Eligibility, defined by statute, is limited to legally formed entities in active and good standing with the Kansas Secretary of State and are tax compliant. Organizations also must provide services in Kansas for the purposes of preventing, reducing, treating, or otherwise abating or remediating substance abuse or addiction and have released or will release its legal claims arising from covered conduct against each defendant that is required by the opioid litigation.

Types of Eligible Organizations:

- Nonprofit entities that have tax-exempt status under the Internal Revenue Service Code, including 501(c)(3) and organizations such as active churches and religious organizations; or
- For-profit private entities; or
- Instrumentalities of state or local government.

Use of Grant Funds

Applicants are required to submit a project budget and associated narrative describing how the grant funds will be used for opioid and/or any co-occurring substance use disorder abatement strategies to prevent, reduce, treat, or mitigate the effects of substance abuse and addiction in Kansas.

The KFA grant program bases the release of subsequent year funds on the submission and approval of progress and financial report(s), and any other required reporting. Year two (2) and three (3) funding is contingent upon progress made on your project which may include but is not limited to:

- making measurable progress toward goals and objectives;
- timely submission of required reports;
- demonstrates appropriate and timely use of funds aligned with the KFAB-approved budget and allowability guidelines; and
- proactively addressing barriers and challenges as they arise.

All opioid abatement projects proposed in grant applications must meet one (1) or more of the qualifying project criteria pursuant to Kansas House Bill 2079, Kansas Fights Addiction Act, codified as KSA 75-775 to -781.

Funding Exclusions

Below are overarching funding exclusions for KFA funds. See the Unallowable List for additional funding exclusions.

- Supplantation of existing funding;
- Non-abatement strategies;
- Opioid litigation expenses;
- Campaign contributions;
- Illegal items or expenditures in which are prohibited by federal, state, or local law (e.g., syringe exchange programming, drug paraphernalia as defined in K.S.A. 21-5701, etc.).

Review Process

All submitted applications will be reviewed for completeness, organizational eligibility and financial due diligence, along with evaluation of the application with the KFAB-approved scoring rubric. Applicants must meet the above Eligibility Requirements to be considered. Additional information may be requested from applicants during this process.

The grant review process utilizes the KFAB-approved scoring rubric that addresses the seven (7) required sections in the application on a scale of 0-100. Sections are scored based on the quality of responses. Maximum points available for each section are listed in the "[Online Application Text](#)" section of this RFP.

Grant Awards

This is a competitive grant program, which means that not all qualifying and meritorious proposals will be awarded funding. The KFA Act requires at least 1/8 of awarded funding each year be spent in each of the four congressional districts, thus geographic distribution will be considered when making awards. If awarded, all grant payments from Sunflower Foundation to the grantee organization will be made via electronic payments.

Grant Term

Grant projects are expected to be accomplished within 3 years (36 months) from the date of the Letter of Agreement (LOA) execution; some exceptions may apply. It is anticipated that awarded projects will

begin no earlier than November 2026. If you have questions about the grant term, contact KFAinfo@sunflowerfoundation.org to discuss before applying.

Reporting Requirements

All grantees will be required to submit at least six (6) progress reports and quarterly financial reports. The number of required reports can vary depending on the size and length of each grant. All reporting requirements and deadlines will be clearly stated in the Letter of Agreement (LOA) between the grantee and Sunflower Foundation. The grantee will be required to file reports electronically via the online grants management system.

Final reports are due within 30 days of the end of the grant period. Reports may include, but are not limited to:

- detailed account of funding spent on approved uses;
- services provided;
- number of individuals served;
- aggregated and de-identified demographic information for individuals served;
- summary of impact(s), successes or challenges of the project funded with opioid settlement funds this project period;
- specific Peers/CHWs reporting indicators.
 - number of individuals served by peer specialists and/or CHWs;
 - number or percentage engaged in/connected to recovery support services;
 - number or percentage connected to SUD treatment services;
 - number or percentage connected to primary care and/or behavioral health services;
 - number or percentage improvement in housing stability;
 - number or percentage improvement in employment status;
 - number or percentage reduction in criminal justice involvement.

Online Application Submission

Getting Started

The KFA grant program uses an online grants management system called Fluxx. A guide to the online system can be found here: [KFA Application Technical Assistance Guide](#).

All applicants must have a current online account to complete the application; applicants must complete the registration to create an account before submitting the application. Create an account and view the online application at https://ksfightsaddiction.fluxx.io/user_sessions/new.

All applications must be completed and submitted through the online system, and all responses must be entered directly into the online application form. Application responses or information within any uploaded supplemental documents will not be considered as a sufficient response to the application questions. Only required documents (listed below) uploaded to the online system will be considered.

If applicants have difficulty completing the online application or uploading attachments, contact grants@sunflowerfoundation.org prior to submitting the application.

Components of the Online Application

A. Application Fields *(applicants may copy and paste the following into the online application)*

- Organization information;
- Project summary information;
- Project description and narrative.
 - Organization capacity/experience;
 - Project overview and need;
 - Goals;
 - Resources;
 - Barriers;
 - Sustainability;
 - Budget.

B. Attachments – Additional Forms & Supporting Documents *(uploaded by applicant as part of the final submission process)*

Documents

- Budget Workbook that includes a budget summary, narrative, and capital form.

Organizational Documents:

- 501(c)(3) nonprofit: IRS-990 or 990-N, copy of current financial statements (preferably no older than 6 months), including statement of activities YTD and statement of financial position, and copy of most recent audit (preferably no older than 2 years), if available.
- Nonprofit without 990 (including active Churches and Religious Organizations): W-9 with EIN, copy of current financial statements (preferably no older than past 6 months), including statement of activities YTD and statement of financial position, and copy of most recent audit (preferably no older than 2 years), if available.
- For-Profit: Most current Tax Return, copy of most recent financials (preferably no older than 6 months), copy or link to most recent audit (preferably no older than 2 years), if available.
- Unit of State or Local Government: W-9 with EIN, copy of most recent financials (preferably no older than 6 months), copy or link to most recent audit (preferably no older than 2 years), if available.

Documentation Due Upon Award:

- Signed Letter of Agreement (LOA) between the applicant entity and Sunflower Foundation.
- ACH electronic payment processing form.

- If awarded, all grant payments from Sunflower Foundation to the grantee organization will be made via electronic payments.
- Signed agreement to release right to litigation of entities associated with opioid settlements.

NOTE: Sunflower Foundation reserves the right to request additional documentation during the application review and financial due diligence process, including but not limited to the right to request an IRS Determination Letter, Articles of Incorporation, Charter, additional tax returns, audits, and/or other documents as needed to verify entity status, eligibility, and financial viability in accordance with the KFA Act, codified as KSA 75-775 to -781.

When relevant, organizations may be required to attest to expenditure responsibility.

This application is not a commitment for funds, nor does it obligate KFAB to grant or award any form of financial assistance.

IMPORTANT SUBMISSION TIPS:

- Register within the Fluxx grants management system at least 5 business days before the deadline to ensure sufficient time for Sunflower Foundation staff to review and approve your registration.
- Fluxx does NOT auto-save your work. Make sure you save often. After you have saved your work, you can leave the portal and return to it later. If you do NOT save, your work will be lost.
- It is recommended that you write the draft of your application offline and save in a Word document. When you are ready to submit, copy and paste into the online application. This reduces the chance of losing any work if your online submission process gets interrupted.
- Once your application is complete, but before you submit it, we suggest you have someone not involved in writing the application review it for completeness, clarity, and consistency.

Online Application Text

To assist your planning, the questions from the online application are provided below. **Please note that the questions below are only provided to assist in offline planning. All applicants who wish to apply must do so through the online system.** The application will be available May 26, 2026 at https://ksfightsaddiction.fluxx.io/user_sessions/new.

Application Questions

Please ensure responses are **brief, concise, and clear.** While there are no length limitations for responses, please keep **responses to three (3) paragraphs or less for each question.**

A. Organization Capacity/Experience (5 points)

1. Describe the applicant organization's current capacity to implement the proposed project and experience with serving individuals with SUD.

B. Project Overview and Need (30 points)

2. Describe the proposed project and types of services to be provided.

3. Describe how services will be delivered, including how peers/CHWs will help participants navigate various levels of care and wrap around supports, including existing SUD treatment services, recovery supports, additional behavioral and primary healthcare services, and community resources.

4. If the proposed project includes funding for barrier reduction supports, describe the barrier reduction offerings proposed. Provide the specific mechanism that will be used to issue, track, and monitor each proposed offering. *(Note: Proposed projects not including barrier reduction funding can skip this question. This question will not be factored into scoring for this section if the proposed project does not include this strategy.)*

5. Describe the population to be served by the project, including an estimated number of individuals to be served and any relevant demographic information related to individuals to be served.
 - i. Estimated number anticipated to be served:

6. Provide a description of the need for the proposed project, including quantitative and/or qualitative data as appropriate, how the proposed project will address the need, and what the applicant organization is currently doing to address the need.

C. Goals (20 points)

7. Identify reasonable goals with a timeline for completion for the proposed project. Goals should be specific, measurable, achievable, relevant, and time-bound (SMART). (If awarded, your organization will be expected to report progress based on the identified SMART goals.)

8. Describe the process(es), plan(s), and/or project activities that will be completed to meet the identified goal(s) and to deliver the proposed project/services.

9. How will the success of the project be measured and evaluated? Provide measurable outcomes if applicable.

D. Resources (15 points)

10. List the key staff that will be responsible for the project and describe what role each of them will play, including their relevant experience. Detail the specific responsibilities peers/CHWs will carry out (e.g., recovery support, community outreach, care coordination, resource navigation, etc.)

11. Describe any additional resources and/or funding that will be used to support the project or related projects. List any relevant funding sources the applicant organization receives for SUD programming such as funding from KDADS, KDHE, SOR, OD2A, Block Grant, SB123, SAMHSA, CDC, HRSA, BJA, or other SUD-related funding sources.

12. Is the applicant organization receiving funding from the Municipalities Fights Addiction Fund (opioid settlements for Counties/Cities)? Yes or No
 - i. If yes, what is the organization using funding from the Municipalities Fight Addiction Fund for?

13. Describe how the applicant organization is/will collaborate with other organizations/partners working on SUD issues in the community to implement the project, including activities supported by the funding sources listed above.

14. Describe how the applicant organization will ensure project activities are not duplicative of other services offered by the organization or partner organizations in the community. **KFA funds cannot supplant other funding sources. Applicants are asked to ensure that activities included in this proposal are not funded by other sources.*

E. Barriers (10 points)

15. Identify potential barriers to project implementation and describe contingency plans to mitigate them if proposed activities cannot be implemented as originally planned.

16. Stigma is widely recognized as a primary and well-documented barrier to care. Describe how the proposed project will address different forms of stigma/shame, such as internalized self-stigma, public and social stigma, and/or structural and institutional stigma.

F. Sustainability (10 points)

17. Describe plans for sustaining the project after the grant period ends. What strategies will be used to sustain the project's impact? What will be sustained, enhanced or expanded?

18. Describe how peers/CHWs will be supported in their role (e.g., supportive supervision, ongoing training, burnout prevention).

G. Budget (10 points)

19. Applicants will need to download the KFA Budget Workbook from within the application in the online system. The workbook includes a summary budget form, associated budget narrative form, and a capital budget form (if needed). It also includes a technical guide with instructions, tips, and examples to aid in completion. See the workbook and associated guidance for more information.

Frequently Asked Questions (FAQs)

FAQs will be compiled and shared publicly as new questions and information becomes available. Below is a list of initial questions we anticipate arising. FAQs will be posted on the [Sunflower Foundation website](#).

Application Questions

1. How many applications may one community or one organization submit?

Communities and organizations can submit more than one application when and where applicable, however funding is limited. It is highly encouraged that organizations and communities collaborate to maximize impact and minimize number of applications. The KFA Act requires at least 1/8 of awarded funding each year be spent in each of the four congressional districts, thus geographic distribution will be considered when making awards.

2. Will there be an opportunity to renew the grant if awarded?

No, this funding opportunity is intended to provide three (3) years of funding to expand sustainable peer support/community health worker services. Year two (2) and three (3) funding is contingent upon progress made as described in "[Use of Grant Funds](#)" section.

3. If an entity received direct funding from the MFAF, can it also receive KFA funds from the settlement?

Yes, however, applicants should clearly describe the need for KFA dollars, ensure that funding is not supplanted, and include MFAF budget and planned activities.

4. What if my organization does not know or is unable to obtain information related to what its local MFAF funds are being used for?

While it is not required that applicant organizations coordinate activities with MFAF activities, it is strongly encouraged to ensure that no duplication is occurring, and funds are being best utilized and leveraged. It will be expected that any awarded grantees will make their best effort to collaborate with MFAF and other opioid and SUD-related funding sources in their community.

5. Are letters of support required?

No. However, letters or documentation from other funding sources detailing their investment in the project may be considered.

6. Are churches and religious organizations eligible to apply?

Yes, active churches and religious organizations in good standing with the IRS are eligible to apply. If a nonprofit organization does not file a 990 form to the IRS, the organization will be required to submit a W9 with the organization's EIN. Additional details on required financial documents are listed in the "[Components of Online Application](#)" section.

7. Are nonprofits other than 501(c)(3) organizations eligible to apply?

Yes, active nonprofit organizations in good standing with the IRS are eligible to apply. If a nonprofit organization does not file a 990 form to the IRS, the organization will be required to submit a W9

with the organization's EIN. Additional details on required financial documents are listed in the ["Components of Online Application"](#) section.

8. What if my nonprofit organization has not had a formal audit completed?

According to Kansas Statute 17-1763, a charitable organization with annual contributions over \$500,000 must file an audited financial statement prepared by an independent CPA. If your nonprofit organization is not required to file an audited financial statement in accordance with the State of Kansas, then this request will be noted as such and waived.

9. Are indirect operating expenses allowed?

Direct operating expenses are allowable costs under the proposed grant project. All indirect operating expenses must be 10% or less of the total direct costs. This grant opportunity is not intended to serve as a general or core operating grant but rather for projects related to the specified allowable strategies. **Indirect costs** are expenses that cannot be directly attributed to a specific cost object, such as a particular project, product, or region. Unlike **direct costs**, which are directly associated with a specific project cost, indirect costs serve broader purposes within the organization. Indirect costs represent administrative expenses associated with the cost of doing business that are not readily identified project activities. Indirect costs, also referred to as facilities and administrative costs (F&A), are incurred for the benefit or joint objectives of a specific project and organizational activities. These costs are allocated equitably across all your organization's activities. Examples include costs for clerical and managerial staff, office space rental, and utilities.

10. Will my grant be considered if it includes a capital project?

Yes, capital projects will be considered. The KFA grant program defines capital as individual items over \$5,000 with a useful life of one (1) year or greater. However, capital projects will be reviewed on a case-by-case basis and will require extensive review and consideration. Capital projects must be deemed necessary to successful implementation of the proposed project and an allowable expense associated opioid abatement strategy.

Applications are required to include a copy of vendor quote(s) for the project(s), uploaded under Grantee Project Documents within Fluxx, to be considered complete. Capital funding will be paid only to the applicant organization, no sub-granting of capital funds to other organization(s) is allowed. Additional Capital Guidelines can be found in Fluxx within the application under Required Documents.

11. Are fiscal agents/sponsors allowable under this funding?

Fiscal agents/sponsors are allowable only if the fiscal agent/sponsor organization is directly providing a portion of the services under the grant themselves. An entity serving only as a pass-through entity is not allowable.

12. Can you further define or provide examples of what is considered supplantation?

The Kansas Fights Addiction Act prohibits grantees from replacing existing funding with KFA funds. Replacing existing funding or efforts would be considered supplantation. However, supplementing, adding to, expanding, or enhancing existing work is allowable. For example, if a city were to decide to reduce or replace previously allocated city funds with KFA funds to support an existing abatement program, this would be considered supplantation and unallowable.

13. Where can I find the scoring rubric for reviews of applications for this RFP?

The KFAB-approved scoring rubric can be found [here](#).

14. If our request for funding is approved, what are the next steps?

KFAB-approved applications will receive an email notification of award, followed by the Letter of Agreement (LOA) from Sunflower Foundation. The LOA includes, but is not limited to, payment and reporting schedules, which are dependent upon size and length of grant.

Grants Management System (Fluxx) Questions

15. Where do I find the Kansas Fights Addiction (KFA) Grant Management System to submit my online application?

The KFA grant program uses an online grants management system called Fluxx. KFA Fluxx registered individuals can access the online portal and application at https://ksfightsaddiction.fluxx.io/user_sessions/new.

16. When should I register within the Fluxx system and how quickly will I gain access?

We recommend prospective grantees register within the grant management system as soon as possible, but no less than 5 business days prior to the deadline. When you register, your registration is required to be reviewed and approved by Sunflower Foundation staff. To ensure you can access the system in a timely manner, please register in advance. Once your registration is approved, you should receive an email notification and be able to sign into the system using the email address you entered for your Primary Contact.

17. OK, I'm ready to fill out the online application... now what?

To create a Fluxx account for KFA, set up an account through the online portal. The portal can be found at https://ksfightsaddiction.fluxx.io/user_sessions/new

- Click on "Create an account now" (lower right side of screen) and follow instructions.
- When your registration has been processed and approved by staff, you will receive an email with your Fluxx Username and a link to set your password.
- Use your login/password to enter the KFA Fluxx portal. The [KFA Application Technical Assistance Guide](#) will walk you through how to register and navigate the system.

18. My organization is already registered in the KFA grants management system from previous RFP announcements and already has a KFA Fluxx login. Do I need to create a new account for this grant?


No, you and the organization do not need to register again. You can use the login and password associated with your account. If you know your organization is already registered in Fluxx, but you do not have an individual login, you will need to create a new account. Your account will be linked to your organization when approved by staff. You will receive an individual username and password to access the grants management system.

19. My organization is already registered in the Sunflower Foundation grants management system.

Do I need to create a new account with KFA?

Yes, organizations will need to create a new account within the [KFA Fluxx portal](#). The Sunflower Foundation and KFA grant programs both use Fluxx, but the grants management system and portals are separate from each other. Organization and grant information are not shared between systems.

20. While completing my application within the KFA Fluxx system, why am I getting a warning that I did not upload a required document within my application?

When uploading documents, please ensure you click on the green plus sign  next to the appropriate document type. If you upload all required documents but do not click on the appropriate green plus sign, the system does not recognize the document you uploaded as that required type. For example, if you upload your 990 using the “Audit” green plus sign, the system will assume the document is an audit and not a 990, thus will assume you have not uploaded all required documents.