

Responsive Grant Program (RGP) Information Packet

FOR

Substance Use Disorder (SUD) Abatement Programs



RELEASED BY:

Kansas Fights Addiction Grant Review Board

and Sunflower Foundation on

behalf of the Kansas Office of the Attorney General

Responsive Grant Program Information Packet

Key Information

- Posted Date: August 31, 2026
- Funding Opportunity: Short-term, immediate needs and time-sensitive opportunities
- Applications accepted year round
- Review timeline: Quarterly review cycle; see “[Deadline and Application Process](#)” for details

You can find a list of frequently asked questions (FAQs) on [page 12](#) of this packet. To ensure a timely and appropriate response, all questions should be emailed to:
KFAinfo@sunflowerfoundation.org

Program Purpose: The Kansas Fights Addiction (KFA) Responsive Grant Program is a rapid response funding mechanism designed to be responsive in urgent moments and support time-sensitive opportunities that will benefit the substance use disorder (SUD) system at the local or state level, where waiting for standard funding cycles could result in missed chances to leverage other funds, create significant risks, or cause adverse consequences.

Description: The Kansas Fights Addiction Grant Review Board (KFAB), Kansas Office of the Attorney General (OAG), and Sunflower Foundation are accepting applications for the KFA Responsive Grant Program. The goal of this 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.

Funding Allocation: Variable; allocation set annually by KFAB.

Length of Project: 12 months maximum; non-renewable.

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.

Responsive Grant Program Details

The goal of this funding is to prevent, reduce, treat, or mitigate the effects of substance use disorder (SUD) and addiction in Kansas. This program is structured to provide rapid response, flexible financial support to organizations.

Eligible Organizations

Eligibility is limited to legally formed entities registered and 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;
 - Entity must submit proof of being established and providing SUD-related services in Kansas for at least 3 years.
- For-profit entities;
 - Entity must submit proof of being established and providing SUD-related services in Kansas for at least 3 years.
- Instrumentalities of state or local government.

Examples of the type of eligible organizations include, but are not limited to:

Units of State and Local Government:

- Public health departments
- Public safety/law enforcement agencies
- Specialty courts
- First responder agencies
- Housing authorities
- Public libraries

Behavioral Health and Healthcare Organizations:

- SUD treatment providers
- Mental health centers
- Crisis centers
- Health systems
- Hospitals
- Federally qualified health centers (FQHCs)

- Rural health clinics
- Pharmacies

Community-Based Organizations:

- Prevention organizations
- Youth-serving organizations
- Faith-based organizations
- Community coalitions

Social Services and Recovery Support Organizations:

- Supportive and transitional recovery housing programs
- Legal aid programs
- Food assistance programs
- Employment assistance programs
- Early childhood service organizations

- Home visiting programs
- Veterans' organizations

Educational Institutions:

- Public, Private, Charter, and K-12 schools
- Colleges and universities
- Technical/vocational schools
- GED programs

Organizations that provide:

- Wraparound supports for people with an SUD in any setting (e.g., drop-in centers, recovery courts, etc.)
- SUD recovery support/services
- Re-entry supports/services
- Overdose prevention and response services

Funding Request Criteria

Applications will only be considered if they meet the following KFAB-approved criteria:

1. Immediate, urgent need or time-sensitive SUD opportunity. Criteria can be satisfied from meeting one of the two possibilities as defined below:
 - a) Immediate urgent need for SUD-related services already being provided and that would stop without receiving a responsive grant award.
 - Immediate need must have arisen from external circumstances outside of the applicant's control. Applicants must demonstrate the immediate, urgent need did not arise from the action or inaction of the applicant organization.
 - The end of a current or previous KFA grant award cannot be the reason for an immediate, urgent need.
 - b) Time-sensitive matching or braided SUD funding opportunity that would be lost without receiving a responsive grant award.
2. One-time, non-renewable funding request.
 - Projects that do not have funding secured beyond this one-time request are not eligible for the program. Seeking additional KFA funding is not considered as a sustainability approach.
 - The expectation is that receiving a responsive grant award ensures the project is sustained without needing additional KFA funds.
3. Has received partial funding and/or sought outside funding sources.
 - Funding requests through this program cannot be used to supplant any other funding sources. Additional information may be requested during the review process to ensure supplantation is not occurring.
 - For match and braided funding requests, a Letter of Commitment must be provided.
4. Organization has the capacity to implement the project and demonstrates strong collaboration through one or more of the following:
 - has formed strategic partnerships to provide services/programming; or
 - match funding opportunity; or
 - braided funding partner(s).
5. Must submit complete application and associated budget workbook with all required documents 3 weeks prior to the upcoming quarterly review meeting.

Note: See [FAQs](#) for examples of qualifying projects.

Required Documents

Below is a list of required documents that must be submitted with your application via the grant portal. Applications that are submitted without all the required documentation are incomplete. Incomplete applications will not be reviewed or considered for funding. Financial documents must be current. Neither projections or estimations of financial records will be considered, nor audits that are in draft status. See [question 4](#) in the FAQ section for a full list of documents that do not satisfy any of the required documentation listed below.

Applicant organizations are required to submit the following documentation:

- Complete W-9 Form with EIN;
- Three (3) filed federal tax returns (no older than 5 years), including the most recent filed federal tax return;
- Copy of current financial statements (no older than 6 months) including Balance Sheet (Statement of Financial Position) and an Income Statement (Statement of Financial Activities or Profit and Loss), preferably for the same period of performance, may be unaudited;
- Copy of the most recent completed financial audit, if available (no older than 2 years); and
- Proof of being established and providing SUD-related services in Kansas for at least 3 years.

If applicable, submission of the following documentation is also required:

- Capital bids or quotes that document all capital expenses included in the budget workbook.
- A formal draft Scope of Work describing the services to be provided for any proposed contractual or consultant costs over \$25,000.
- Letter of Commitment that documents the matching or braided funding opportunity identified in the application.

Use of Grant Funds

Applicants are required to submit a budget workbook, which includes 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 or Kansans.

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.).

Deadline and Application Process

Applications will be accepted on a rolling basis via the [online portal](#). Applications must be submitted electronically via the portal. Applications received via email or other mechanisms will not be accepted.

KFAB will review applications quarterly. In general, the anticipated review months each year will be March, June, September, and December. Typically, KFAB meets on the second Friday of every month. Applications will be reviewed on a rolling basis. Applicants are encouraged to apply as soon as the immediate, urgent need is identified. **All applications must be submitted a full 3 weeks prior to the upcoming quarterly review meeting to be considered for funding. Applications**

must be submitted via the online portal by 4:00 pm (CT) on the deadline date. Applications that are submitted by the deadline may be held until the following scheduled review meeting if additional clarification or information is needed to complete the review process.

For example, if the upcoming quarterly review meeting falls on June 12, 2026, all applications must be submitted by 4:00 pm (CT) on May 22, 2026. **This deadline is non-negotiable.** Any application submitted after 4:00 pm (CT) will be held and reviewed at the next quarterly review meeting. Applicants are encouraged to submit applications in a timely manner.

In the event an organization needs a funding decision before the next scheduled quarterly review meeting, there may be an opportunity to have their application reviewed outside the regular review meeting schedule. No applicant is entitled to critical deadline review. To be considered, an application must meet the definition of having a critical deadline and provide information documenting the deadline. A critical deadline is defined as, a deadline by which failure to receive funding, or notice of funding, by that date would make the project unable to be implemented because (1) implementation cannot be delayed, phased, or temporarily suspended, (2) no extension or alternative timeline is available, and (3) the constraint preventing implementation is outside the applicant's control and cannot reasonably be mitigated. See [question 21](#) in the FAQ section for additional information. If you believe your organization has a critical deadline for funding, contact KFAinfo@sunflowerfoundation.org to discuss before applying.

Review Process

All submitted applications will be assessed to determine if the request meets the KFAB-approved criteria, including a complete application, organizational eligibility, and submission of required documents. Applications will only be considered complete if KFAB-approved criteria have been met and required documentation has been submitted and verified. Additional information may be requested from applicants during this process.

Visual example of application submission deadline													
May 2026							June 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													
							Last day to submit application						
							KFAB quarterly review meeting						

Grant Awards

All awards are subject to the annual program funding allocation set by KFAB and fund availability. Awards will be based, in part, on the proposed work, the applicant's capacity, and the ability of the applicant to address needs. This is a competitive grant program, which means that not all qualifying and meritorious proposals will be awarded funding. If awarded, all grant payments from Sunflower Foundation to the grantee organization will be made via electronic payments.

Grant Term

Responsive grant program awarded projects are expected to be accomplished within one (1) year from the date of the Letter of Agreement (LOA) execution; some exceptions may apply. 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 one (1) program/work report and at least one (1) financial report. 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 during the project period.

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 sections: project introduction, urgency/need, organizational capacity, goals, partners, success/impact, and funding sustainability.

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

Required Documents

- Budget Workbook that includes the budget summary, narrative, and capital form.
- Capital bids or quotes that document all capital expenses included in the budget workbook (if applicable).
- A formal draft Scope of Work describing the services to be provided for any proposed contractual or consultant costs over \$25,000 (if applicable).
- Letter of Commitment that documents the matching or braided funding opportunity identified in the application (if applicable).

Required Organizational Documents:

- 501(c)(3) Nonprofit: W-9 with EIN; three (3) filed IRS-990, 990-EZ, or 990-N federal tax returns (no older than 5 years); copy of current financial statements (no older than 6 months), including Balance Sheet (Statement of Financial Position) and an Income Statement (Statement of Financial Activities or Profit and Loss); copy of most recent completed financial audit, if available (no older than 2 years); and proof of being established and providing SUD-related services in Kansas for at least 3 years.
- Nonprofit without 990 filing requirements (including some Churches and Religious Organizations): W-9 with EIN; copy of current financial statements (no older than 6 months), including Balance Sheet (Statement of Financial Position) and an Income Statement (Statement of Financial Activities or Profit and Loss); copy of most recent completed financial audit, if available (no older than 2 years); and proof of being established and providing SUD-related services in Kansas for at least 3 years.
- For-Profit: W-9 with EIN; three (3) filed federal tax returns (no older than 5 years), including the most recent filed Federal Tax Return; copy of most recent financial statements (no older than 6 months), including Balance Sheet (Statement of Financial Position) and an Income Statement (Statement of Financial Activities or Profit and Loss); copy of most recent completed financial audit, if available (no older than 2 years); and proof of being established and providing SUD-related services in Kansas for at least 3 years.

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- Unit of State or Local Government: W-9 with EIN; copy of most recent financials (no older than 6 months), including Balance Sheet (Statement of Financial Position) and an Income Statement (Statement of Financial Activities or Profit and Loss); and copy or link to most recent completed financial audit, if available (no older than 2 years).

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: The Kansas Fights Addiction Grant Review Board, Kansas Office of the Attorney General, and Sunflower Foundation reserve 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 Federal 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 is available for online submission at https://ksfightsaddiction.fluxx.io/user_sessions/new.

Responsive Grant Application Questions

Please ensure responses are **brief, concise, clear,** and **limited to 200 words or less.**

Project Introduction

1. Briefly describe your proposed project, including primary activities and expected outcomes related to substance use disorder (SUD) prevention, treatment, harm reduction, or recovery.

Urgency/Need

2. Describe why your proposed project is time sensitive and an immediate need, including any urgent trends, emerging challenges, or critical gaps in services that it addresses.
3. Explain the potential consequences of delaying the implementation of this project and how it will impact the population(s) served.

Organizational Capacity

4. How is your organization uniquely positioned to implement your proposed project?

Goals

5. What are the primary goals of your project, and what is the anticipated timeline for achieving them? Please include key milestones and/or phases of work.

Partners

6. Describe any partnerships or collaborations that will strengthen your project. How will these relationships enhance your capacity to deliver services or achieve project goals? Include any information about match funding, if any, for this project.
7. Have you sought or secured funding from other sources for this project? Yes or No
If yes, provide a response for the following:
 - a. Please describe funding sources secured or sought for this project.
 - b. Have you applied for another funding source and have NOT received notice of funding for this project? Yes or No
 - If yes, how would receiving that funding impact this request to KFA?

Success/Impact

8. How will you measure the success of your project? Please provide measurable outcomes if applicable.
9. What strategies will you use to sustain your project's impact beyond the KFA funding period? *"Sustaining impact" refers to the ability to maintain the benefits, outcomes, or improvements achieved through your project after KFA funding has ended.*

Funding Sustainability

10. Describe how this request and the proposed project is a one-time funding need. Explain why additional or ongoing funding from this grant program will not be required for the project's successful completion or sustained impact.

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](#).

Program and Application Questions

1. How do I know if my project qualifies for this grant program?

Examples of eligible projects include but are not limited to:

- Project that has an immediate, urgent SUD need that creates significant risks or causes adverse consequences.
 - A recovery drop-in center needs \$13,450 to keep its doors open for six (6) weeks while awaiting the initiation of a new funding source. This is the only drop-in center in a five (5) county area that provides critical services and a safe and substance free space for people in recovery.
- Project where KFA funds could meet a time-sensitive SUD opportunity to leverage other funds or braid funding.
 - A project to build recovery housing units, that fill a gap in the community, is underway. To unlock match funding of \$500,000 from another funder, \$20,000 remains to meet the matching goal within the next 4 weeks.
 - A prevention coalition needs \$6,000 to obtain certification to deliver a SUD prevention program in two (2) schools. The coalition has secured all other implementation and sustainability costs. The cost of certification is the only cost not covered by other sources and will prevent implementation of the program from beginning this school year. The coalition is seeking to braid KFA funding with other secured funding sources for this final component of the project.
 - An SUD organization has operationalized all costs related to service provision to implement a mobile unit focused on providing SUD services in a high need area. However, the only remaining costs are associated with the capital purchase of the mobile unit. Once the unit is purchased, all services will be immediately covered by the organization through billing reimbursement and internal funding structures, without need for future KFA funds. The organization is seeking to braid KFA funding with in-kind and internal resources that have been allocated to the proposed project.

2. What is considered an urgent need?

An urgent need is a time-sensitive situation in which waiting for standard funding could result in missed opportunities to leverage other funding sources, create significant risks, or lead to adverse consequences. The need must arise from unforeseen or unavoidable circumstances outside the organization's reasonable control, rather than from its own planning, contracting, or financial decisions. Requests may not be eligible if the need primarily resulted from an organizational decision to initiate a capital project, or make significant financial commitments,

before securing adequate funding or planning for how funding will be obtained. Applicants must demonstrate that the immediate and urgent need did not result from the organization's own actions or inaction.

3. Are research-based pilot projects allowable?

No, these types of projects are not usually eligible under this grant program. A research-based pilot project would need to include a time-sensitive matching or braided funding opportunity that would be lost without receiving a responsive grant award. A Letter of Commitment will be required to be submitted as well.

4. Can my organization submit an application without any formal financial statements or submit documents in place of the stated required documents?

No. Formal financial statements are required and apply to all eligible organizations. Applications are not considered complete until documents have been uploaded into Fluxx and assessed by staff. The documents included in the list below DO NOT satisfy any of the required documentation criteria outlined in this information packet. In certain circumstances the documents listed below may be requested as supplemental material.

Unfiled or draft Federal Tax Returns	Statements with no activity	Prospective Business Plan
Federal Tax Return Extension Request Forms	Empty or \$0 Documents	Check Deposits
Personal Federal Tax Returns	Projected Financial Statements	Bank Statements
State Tax Returns	Personal Guarantees	Check Registers
Annual Reports or Financial Reports	Statement of Cash Flows	Trial Balances
Proforma Statements or Documents	Statement of Retained Earnings	Draft or Partial Audit Documents
Personal Financial Statements	Ledger Transaction Tracking Logs	Letters/Communication from an Audit firm

5. What constitutes a Balance Sheet (Statement of Financial Position) and an Income Statement (Statement of Financial Activities or Profit and Loss)?

The Balance Sheet or Statement of Financial Position is a formal statement that presents a company's assets, liabilities, and shareholders' equity at a specific point in time, providing a snapshot of the company's financial position. The Income Statement is a formal statement that reflects the company's revenues and expenses over a specific period, reflecting its financial performance and profitability during that time. These two standard statements are generally approved by an entity's board of directors. Submitted statements may be unaudited and should

be submitted for the same time period, for example a balance sheet as of June 30 and an income statement through June 30. Example templates are available upon request.

6. My organization does not have and/or is not legally required to have a formal financial audit completed. Do I need to still provide one?

When entities are required by Kansas law or federal law to have a financial or single audit completed, or if the entity has had a financial or single audit completed for any other reason, it must be submitted with your application. See Kansas statute and IRS guidelines for audit requirements.

7. 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.

8. 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.

9. 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.

10. 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 item, 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.

11. What is the award ceiling for these grants?

In general, the maximum award amount for this opportunity is \$500,000 per request. Requests for the full award amount should only be made when the project scope and documented need clearly require it. Applicants are strongly encouraged to submit budgets aligned with actual project costs rather than the funding ceiling. As stewards of settlement funds, applicants are expected to submit budgets that are reasonable, necessary, and fully justified. Proposals requesting the maximum amount without sufficient justification may be considered less competitive.

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

No, this grant program only provides one-time, non-renewable funding.

13. 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.

14. What if the applicant 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.

15. What is a letter of commitment?

Applications that include match or braided funding in their application are required to provide a letter of commitment, which must include the following:

- the name of the organization/funding source,
- exact dollar amount,
- an unconditional statement guaranteeing that the funds are secured and will be available for the project and project period included in the application, and
- be submitted on an official organization letterhead, dated, and signed by an agent legally authorized to commit funds.

16. What is a formal draft scope of work?

For any proposed contractual or consultant costs over \$25,000, a formal draft scope of work must be submitted. A formal draft scope of work should be submitted on an official organization letterhead and at a minimum describe the work to be completed, the expected deliverables, the project timeline, and the associated costs. The level of detail should be sufficient for reviewers to understand the proposed work, evaluate its feasibility, and determine whether the requested funding is reasonable.

17. Are letters of support required?

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

18. 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.

19. 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.

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

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

21. How do I get my application reviewed immediately if my request has a critical deadline?

Applications with a critical deadline cannot be reviewed immediately after submission as KFAB reviews applications for this program quarterly. If you believe your request has a critical deadline, contact KFAinfo@sunflowerfoundation.org to discuss before applying. In general, an application must meet the definition of having a critical deadline and provide information documenting the deadline for their application to be reviewed outside of the regular program review process.

A critical deadline is defined as, a deadline by which failure to receive funding, or notice of funding, by that date would make the project unable to be implemented because (1) implementation cannot be delayed, phased, or temporarily suspended, (2) no extension or alternative timeline is available, and (3) the constraint preventing implementation is outside the applicant's control and cannot reasonably be mitigated. Increased cost, scheduling inconvenience, or a preference to maintain the original timeline, by themselves, do not constitute a critical deadline.

Once submitted, a critical deadline cannot be changed. If KFAB is unable to review the application before the stated critical deadline, applications will not be processed, reviewed, or considered.

22. If our request is approved, what are the next steps?

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

Grants Management System (Fluxx) Questions

23. 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.

24. 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 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.

25. 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.

26. How do I know if my application has been submitted in Fluxx?

Once an application has been successfully submitted in Fluxx, the Primary Contact listed on the application will receive an automated confirmation email from Fluxx. The application will also appear under the heading "Submitted Requests" in the grantee portal menu located on the left side of the screen.

27. 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.

28. 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.

29. 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.