



900 S.W. Jackson Street, Suite 102
Topeka, Kansas 66612-1212
(785) 296-3201
www.ksde.org

TAX CREDIT FOR LOW INCOME STUDENTS SCHOLARSHIP PROGRAM

Scholarship Granting Organization Application

This application for designation as a Scholarship Granting Organization (SGO) in compliance with the Tax Credit for Low Income Students Scholarship Program, must be submitted to the Kansas State Department of Education.

The information below must be provided with the application.

Name of SGO _____
Address of SGO _____
Chief Executive Officer _____
Telephone Number _____
E-Mail Address _____

- List of qualified schools cooperating with the SGO.
- Verification (documentation) that the SGO has a 501(c)(3) designation under the Federal IRS Code
- Surety bond or financial information (form 990 schedule A or most recent independent CPA audit of organization)
- Verification that there is no co-mingling of scholarship funds with any other funds

The SGO agrees to submit the following information.

- Annual audit conducted for the calendar year by certified public accountant-Due June 1st of each year, to verify education scholarships awarded and distributed K.S.A. 72-4354(7)
- Annual report- June 1st of each year for preceding 12 months.
K.S.A. 72-4354(8)(g)
 1. The name and address of the SGO
 2. The name and address of each eligible student receiving an educational scholarship by the SGO during the preceding 12 months
 3. The total number and total dollar amount of contributions received during the preceding 12 months.
 4. The total number and total dollar amount of educational scholarships awarded during the preceding 12 months to eligible students.
- Scholarship Award Report-December 1st of each year for the current school year. This report will list all the scholarships awarded for the current school year.



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- SGO Renewal of Compliance-December 1st of each year for the following calendar year.
This form renews the SGO participation and compliance in the program for the following calendar year.

Following review of the application, the State Board of Education shall issue a certificate of substantial compliance to the Director of Taxation and a copy to the scholarship granting organization or a denial of a certificate of substantial compliance to the scholarship granting organization within 30 days of receipt of the application by the scholarship granting organization.

A denial of a certificate of substantial compliance shall contain a description of the items required but not included in the application. The scholarship granting organization shall have 30 days to submit the required items.

We certify that _____ (Name of SGO) will operate in compliance with K.S.A. 72-4351 through 72-4357 and amendments thereto, and the Guidelines/Rules and Regulations provided by the Kansas State Department of Education.

Chief Executive Officer
of Scholarship Granting Organization

Date

Secretary of Scholarship Granting Organization

Date