



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

### 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)
- 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 30th of each year, to verify education scholarships awarded and distributed K.S.A. 2018 Supp. 72-4354
- Annual report- June 1<sup>st</sup> of each year for preceding 12 months.  
K.S.A. 72-4354(f)1-4
  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.



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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 40 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, audit, or yearly report. The scholarship granting organization shall have 15 days to submit items correcting the yearly report.

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We certify that \_\_\_\_\_ (Name of SGO) will operate in compliance with K.S.A. 2018 Supp. 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