



APPLICATION AND AGREEMENT FOR CERTIFICATION AS A SCHOOL SCHOLARSHIP PROGRAM

State Form 54175 (R2 / 2-15)
DEPARTMENT OF EDUCATION

SCHOLARSHIP GRANTING ORGANIZATION

Name	
Address (number and street, city, state, and ZIP code)	
Telephone number ()	Employer identification number (EIN)
Name of contact person	Title
Address (number and street, city, state, and ZIP code)	
Telephone number ()	E-mail address

SCHOOL SCHOLARSHIP PROGRAM

Name (if different from above)	
Address (number and street, city, state, and ZIP code)	
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Telephone number ()	E-mail address

ASSURANCES

Assurances of Scholarship Granting Organization (SGO)

The SGO assures that the organization:

- Is exempt from federal income taxation under Section 501(c)(3) of the Internal Revenue Code.
- Is organized at least in part to grant school scholarships.
- Will conduct criminal background checks on all the scholarship granting organization's employees and board members and will exclude from employment or governance any individual who might reasonably pose a risk to the appropriate use of contributed funds.
- Shall contract with an independent certified public accountant for an annual financial audit of the scholarship granting organization.
- Will provide a copy of the annual financial audit to the department and must make the annual financial audit available to a member of the public upon request.

Assurances of Scholarship Granting Program (SGP)

The SGP assures that the program:

- Is administered by a scholarship granting organization.
- Has the primary purpose of providing school scholarships to eligible students as defined in IC 20-51-1-5.
- Will not limit a recipient of a school scholarship to attending a participating school.
- Will allow a taxpayer to designate a participating school for which the taxpayer's contribution must be used.
- Will provide, on a form prescribed by the Department of Revenue, a receipt to taxpayers for contributions made to the scholarship granting organization that will be used in a school scholarship program. The receipt must indicate the value of each contributions and that part of the contribution designated for use in a school scholarship program.
- Will use not more than ten percent (10%) of the total amount of contributions for administrative costs.
- Will distribute one hundred percent (100%) of any income earned on contributions as school scholarships to eligible students.
- Will make the reports required by Indiana statute, Department of Education rules and Department of Revenue rules.
The reports must be certified under penalties of perjury by the chief executive officer of the scholarship granting organization.
- Will not distribute school scholarships for use by an eligible student to enroll in a school that has paid staff or board members or members of the immediate household of paid staff or board members in common with the scholarship granting organization.
- Will not distribute school scholarships for use by an eligible student to enroll in a school that the scholarship granting organization knows does not qualify as a participating school.
- Will not distribute school scholarships for use by an eligible student to pay for the cost of education for a public school where the eligible student is entitled to enroll without the payment of tuition.
- Will provide the Department of Education with actual or electronic copies of policies, procedures, and promotional or descriptive materials about the program, including eligibility criteria and applications.

ACKNOWLEDGEMENTS

Acknowledgements of the Scholarship Granting Organization

The Department of Education may, in a proceeding under IC 4-21.5, suspend or terminate the certification of an organization as a scholarship granting organization if the department establishes that the scholarship granting organization has intentionally and substantially failed to comply with the requirements of IC 6-3.1-30.5, IC 20-51, 511 IAC 2, or this agreement.

If the department suspends or terminates the certification of an organization as a scholarship granting organization, the department shall notify affected eligible students and their parents of the decision as quickly as possible.

The department may conduct either a financial review or an audit of a scholarship granting organization certified under this chapter if the Indiana Department of Revenue has allegations of fraud.

Acknowledgements of the Department of Education

An eligible student affected by a suspension or termination of a scholarship granting organization's certification remains an eligible student under IC 20-51 until the end of the school year after the school year in which the scholarship granting organization's certification is suspended or terminated, regardless of whether the scholarship student currently meets the definition of an eligible student

The agreement entered into under IC 20-51-3-1 does not prohibit the scholarship granting organization from receiving contributions for purposes other than providing school scholarships to eligible students

CANCELLATION

Cancellation

The Department may cancel this Agreement and terminate certification upon ten (10) days' written notice to the Scholarship Granting Organization if there is a substantive change in the statutes or rules governing scholarship granting organizations or scholarship granting programs.

The Scholarship Granting Organization may cancel this Agreement and voluntarily rescind its certification upon ten (10) days' written notice to the department. Upon cancellation under this section, the department may request a final financial audit of the scholarship granting organization.

CERTIFICATION OF SCHOLARSHIP GRANTING ORGANIZATION

I hereby certify, under penalty of perjury, that the information and documentation contained in my application is true and accurate to the best of my knowledge and belief.

Signature of authorized agent		Date (<i>month, day, year</i>)
Printed name of authorized agent	Title	

FOR DEPARTMENT OF EDUCATION USE ONLY

Approved by:	Date of approval (<i>month, day, year</i>)
Notice provided to the Department of Revenue by:	Date of notice (<i>month, day, year</i>)
This agreement and certification is (<i>check one</i>): <input type="checkbox"/> Cancelled by the Department of Education <input type="checkbox"/> Cancelled by the SGO <input type="checkbox"/> Terminated by the Department <input type="checkbox"/> Suspended by the Department	
Signature of Department official	Date of action (<i>month, day, year</i>)
This agreement and certification is reinstated.	
Signature of Department official	Date of action (<i>month, day, year</i>)