

***In Accordance to LKS Bylaw
Article VIII Finances
Use of Corporation Funds
Section II B. LKS License Plate Fund Distribution***

License Plate Fund Application

District _____ Requesting Club: _____

Date Approved at Federation Meeting _____

Project Name _____

Total Cost: _____ Other Funding Sources _____

Purpose _____

Location _____

Does Project fit guidelines: Youth, Education, Conservation, Habitat Improvement, Land Acquisition

(All events must be open to public and habitat improvement must be done on public land)

YES _____ NO _____

How will LKS be recognized? _____

Will signage be posted? _____

Purpose _____

Location _____

Brief description of project: _____

Signature of Federation President _____

Date _____

Project Criteria listed on separate sheet attached to the application.

- 1. If a new club forms, it must be in good standing with the League for a period of NO less than 12 months prior to requesting license plate funds from the federation. License plate funds is probated for the first 12 months from sign up date for only Habitat Improvement projects.**
- 2. Project criteria listed on separate sheet must be attached to application.**
- 3. Estimates/Receipts Attached to Application and received by the LKS no less than 60 days prior to the event/purchase.**
- 4. ALL Receipts must be submitted within 60 Days to be paid from license plate fund.**
- 5. Money will be paid directly to provider of service once invoice is received by LKS prior to the event/purchase.**
- 6. Must submit a Project Report upon completion of event or purchase.**
- 7. Applications are to be filed and funds used by LKS clubs/members in good standing.**
- 8. Only LKS members are allowed to vote at Federation Meetings on requests for funds.**
- 9. Accompanying the application there shall be a memorandum of agreement or a memorandum of understanding from the property owner(s) or the Government agency authorizing the specific work to be done. (effective 5-18-2024)**
- 10. All applications with labor and services totaling \$5,000.00 and over will require 3 independent bids. A Certificate of Insurance must accompany all 3 bids also.**

APPROVED _____ **DENIED** _____

REASON IF DENIED _____

LKS Representative Signature _____

Date _____