



- A. The purpose of this Facility Use & Contribution Agreement is for the (enter Association) and Lakeville Area Schools to hold an agreement that will be beneficial to both parties between (enter dates to and from)
- B. An approved Facility Use & Contribution Agreement will list items or the value of items that are being donated to the District by (enter Association)

- A. Proposals for a Facility Use & Contribution Agreement, if accepted and approved, will go into effect the first-day students begin the new school year.
- B. Applications are encouraged to be submitted prior to the end of each school year.
- C. Proposals received during the submittal dates listed will be processed in the months of July - August annually.
- D. Items that an association wishes to be included in the proposal, therefore in the Facility Use & Contribution Agreement, should be listed with an estimated dollar value, with the understanding that in order for the Agreement to be approved, the District reserves the right to make purchasing decisions for requested equipment through District channels and District partners.
- E. Proposals can be submitted by emailing them to facilitiesuse@isd194.org.
- F.

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- A. Class 1 User Groups are able to complete an application for a Facility Use Agreement and must follow the guidelines put forth in this document.

- A. Once a proposal has been received it is reviewed by both Facilities Use & Systems Manager and the Executive Director of Business Services.

- A. Class 1 User Groups will be assessed an hourly usage fee for each space requested, the Facility Use Agreement will list the total dollar value of contributions. The approved dollar value will have the fees for the SY 2024-25 deducted from it. If after deducting the user fee for the SY 2024-25 there is a balance, the group will be required to pay the difference.
- B. An approved Facility Use Agreement
- C. Final invoicing will occur in the Spring each year, if any payment is due, that must be paid in full before any approval of future permits will be released.
- D. Summer usage fees will be invoiced in

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