

**APPLICATION FORM AND AGREEMENT FOR CONDUCTING
SOLICITATIONS/CAMPAIGNS IN THE SCHOOLS**

1. Request on behalf of _____

(Official Name, Address, and Phone Number of Organization)
2. Purpose of request _____

3. What will be solicited? (money, goods, etc.) _____

4. From whom will the solicitations be made? (grade levels) _____

5. How will the proceeds from the campaign be used and distributed? Who will benefit?

6. Solicitation/campaign dates _____
(Include beginning and ending dates)
7. By what percentage (if know) will the proceeds be distributed?
Local _____ State _____ National _____
8. What percentage of the funds for this organization is allocated for administration overhead?
Local _____ State _____ National _____
9. Person responsible for conducting the campaign. (Include address and home telephone number).

(Name) (Title or Office Held)

(Address) (Phone)

Agreement:

The undersigned agrees to abide by the regulations set fourth by the Board of School Directors as they pertain to conducting solicitations/campaigns in the schools, and further agrees to provide a notarized statement to the Board of School directors at the conclusion of the project indicating the value of goods or monies collected. Failure to comply with this Agreement will result in the forfeiture of the privilege of conducting solicitations/campaigns in the schools. (See reverse side for regulations.)

- _____
(Signature) (Date)
10. Approved: _____
(Central Office Administrator) (Date)

Number: 913.0

Section: Community

**Title: Community Solicitations/
Campaigns in the Schools**

Adopted: August 28, 1997

**Mifflin County
School District**

Revised:

EFFECTIVE DATE: SEPT 3, 1997	I. <u>OBJECTIVE</u>	1
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	It is the intent of the Board of School Directors to set forth the following policy to govern solicitations and campaigns in the schools. This policy does not apply to school groups such as Booster organizations, Home and School groups, Clubs, etc., but to all outside groups wishing to solicit money or goods from our students.	3 4 5 6 7 8
	II. <u>PROVISIONS</u>	9
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	A. All requests from organizations wishing to involve our students in solicitations, campaigns, or other projects for the purpose of raising funds or collecting goods should be referred to the Central office and the request must be in writing.	11 12 13 14 15
	B. Organizations wishing to conduct solicitations/campaigns in the schools must be part of a national or state effort with a local or regional chapter.	16 17 18 19
	C. Solicitations/Campaigns may not be made in the name of the Mifflin County School District. This must be clear on any literature distributed to students.	20 21 22 23
	D. Programs must be self-functioning. This means that students and staff will not be involved in any promotional activities; the counting, collection, or delivery of money; or any other participation in the activity during normally scheduled school hours.	24 25 26 27 28
	E. There may not be any infringement on instructional time. Assemblies, movies, and promotional speeches may not occur on school time.	29 30 31
	F. It must be clear to students and parents that contributing is voluntary.	32 33
	G. A summary report of the solicitations/campaigns including the amount of money collected must be provided to school officials by the organization at the conclusion of the project. Failure to submit such report will result in disapproval of future solicitations/campaigns.	34 35 36