

Mifflin County School District
201 Eighth Street – Highland Park
Lewistown, PA 17044

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