

APPLICATION FOR APPROVAL OF A FUND RAISER
BOARD OF EDUCATION POLICY COMMITTEE
2012-2013 School Year
Applications due to Cheri Helsel by June 1, 2012

Name of organization making application

Fund Raiser School Year

Name of organization contact person

Contact person phone number

Description of the fund raiser for which you are making application:

Purpose and goals for the fund raiser: (how will the money be used and what is your target goal?)

List products to be sold (if any) and vendors to be used (if any). Please attach materials which give details regarding the product and provide information regarding the vendor including sample contracts. Include a price list and the profit margin for your organization.

Describe who will be approached to purchase or donate (who is the target population?) and the process for approaching that population. Who will sell product or solicit funds? (i.e. students, parents or others)

Where will the fund raiser take place? (i.e. in school, in the community, at events, etc.) How will you deliver your product (if any)?

When do you wish for your fund raiser to be scheduled? **Please be specific and list alternate choices.**

If students are to be used in fund raising, who will be responsible for supervising the students? How will you train the students for their role in the fund raiser?

Who will be responsible for collecting and depositing funds?