

BOW SCHOOL DISTRICT FUNDRAISING

As a general policy there shall be no fundraising done in the name of or to support any part of the Bow School District program or programs without the authorization of the Bow School Board or the School Board designee.

Criteria:

All requests to raise funds in the name of the Bow School District shall be submitted in writing to the office of the Athletic Director/Activities Coordinator, located at Bow High School at least thirty (30) days prior to the fundraising activity.

All requests to raise funds shall include the following:

1. Name of sponsoring organization
2. Specific type of fundraising to be done
3. Duration of fundraising activity
4. Purpose of the fundraising activity
5. Name of person directly 'in charge' of activity

Guidelines:

- ☆ Permission for all fundraising activities will be on an annual basis.
- ☆ Preference shall be given in scheduling fundraising activities that currently exist in the Bow School District and have a historical merit (i.e., PTO, magazine drive, Ferry Beach sale, Sargent Camp sale).
- ☆ School sponsored fund raisers shall submit a written financial report to the Bow School Board within 60 days of the conclusion of the fundraising activity.
- ☆ Non-profit school support groups (Boosters, PTO, Bow POPS) will submit to the Board a copy of their end of year non-profit filing.
- ☆ No fundraising activity may exceed ten (10) days in duration without the expressed permission of the School Board.
- ☆ No two (2) fundraising activities will be approved to run concurrently.
- ☆ All fundraising will work on a profit margin of at least 40%.
- ☆ Groups that are granted permission to hold a fundraiser must advise the Activities Coordinator of any potential substantive changes in the actual activity.
- ☆ This fundraising policy does not apply to 'in-house' fundraising such as dances, spaghetti dinners, cake sales, and raffles. This policy applies to fundraising that involves direct solicitation of the public.