

**SUBJECT: CROWDFUNDING**

The Forestville Central School District (FCSD) strives to provide funding for exceptional programming for our students and works continuously to improve our programming. For a variety of reasons, school employees may occasionally choose to seek private funds to enhance existing programming and/or implement new programming. One common method of seeking these funds is referred to as 'crowdfunding', or the placement of needs on various websites in order to obtain donations to meet those needs. All funding requests require prior approval under the following guidelines.

Crowdfunding methods permitted by the District are for goods only. The District will not approve requests for fundraising involving cash donations payable to the employee(s), or the District.

**1. Request and Approval to Seek Funding:**

- a. The employee(s) requesting the funding must first seek approval from their supervisor.
- b. Crowdfunding requests may not request donations to fund purposes the District is legally required to meet. For example, if a student requires a particular intervention to meet an IEP goal, the District must provide for this need and it would not be appropriate to seek private donations in this case.
- c. When making requests for donations through crowdfunding, employee(s) must comply with student privacy and other requirements set out in the Family Educational Rights and Privacy Act (FERPA). As a result, student images, names, and descriptions, which would cause students to be identifiable, or allow logical deductions about disabilities or other factors deemed to be within the sphere of student privacy, must not be used on such websites or elsewhere.

(Continued)

# POLICY

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Non-Instructional/Business  
Operations

## **SUBJECT: CROWDFUNDING (Cont'd.)**

### **2. Accounting and Possession of Donations:**

- a. Items secured through crowdfunding become the property of FCSD.
- b. District employees who seek crowdfunding should be explicit about the ownership of such items so that donors understand this point for tax and other purposes.
- c. Since items are to be the property of FCSD, all such ~~fund~~ donations must be accounted for through the Business Office.
- d. The Business Office must be provided with the ~~site~~ name and ~~the~~ link of the crowdfunding site.
- e. It is the intention of the District to ensure that items purchased through such fundraising remain with the requesting employee(s), unless the employee(s) leave the District or leave the program for which the items were purchased. In such cases, the supervisor will determine the subsequent placement of the items.

Adopted: February 6, 2020