

POLICY  
RHODE ISLAND SCHOOL FOR THE DEAF  
BOARD OF TRUSTEES

STUDENT FUNDRAISING

**Purpose**

The School understands the value in group fundraising and the various lessons that can be learned by students when handling a sales project from beginning to end in order to raise funds for a worthy cause or a specific need. This policy is designed to clarify what is allowable for students to participate in with regards to raising funds for specific student activities.

**Policy**

All fundraising activities and their corresponding plans and timelines must be submitted for approval in writing to the Director. All fundraising plans must be submitted to the Director for approval at least three weeks prior to the fundraising activity

Students shall be permitted to engage in raising funds for school-sponsored activities, subject to the provisions and procedures developed by the Director.

The Board of Trustees will not be responsible for any fundraising activities that are not approved in accordance with the procedures set forth in this policy and the Director's oversight.

When students raise funds for a school activity, they should be mindful of courtesy, respect, and privacy. No "high pressure" strategies that could appear to coerce an individual to donate or purchase will be permitted.

For safety reasons, no such fund-raising activities may involve door-to-door solicitation by students to persons unknown in the community.

Students may not set up a GOFundME or any other public solicitation on social media in the name of a school organization. Public solicitations may not use students' names or personal locations.

Any fundraising activities must comply with all applicable state and federal laws and regulations, including those provisions found in RI General Law 16-21-7 relating to the sale of healthy foods and beverages on school grounds or at school-sponsored events during school hours.

**INTERNAL FUNDRAISING**

Internal fundraisers are defined as events sponsored to raise money for internal organizational use (e.g., operating expenses, organizational activities, etc.). All school related fundraising must align to the School's mission.

Student clubs and organizations may collect money via cash or check, only. Checks shall be made out to FRIENDS of RI School for the Deaf. All proceeds and funds raised by students shall be tallied and accounted for. Receipts must be provided to donors for all donations over

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\$5.00. All monies must be counted and placed in a sealed envelope with details on the outside of the envelope. No monies may be stored in a classroom or at the home of a student or staff member. This sealed envelope must be given to the Assistant Director for safekeeping in the school safe.

Solicitations or in-kind contributions (e.g., donations of gift certificates, products or services from community businesses) must also comply with this policy and a letter of thanks detailing the gift must be sent to the donor.

Contributions to internal fundraisers are not tax deductible. Student organizations may not rely on the School's tax exempt status in organizing or operating such an event and shall in no way imply that the State of Rhode Island is a sponsor of the event.

The net proceeds of the fundraiser are to be dedicated only to funding the organization's activities that comport with the organization's stated purpose(s) when the funds were raised.

### **EXTERNAL FUNDRAISING**

External fundraisers are defined as events sponsored to raise money for charitable, tax-exempt organizations external to the School.

The proposed recipient must be an IRS-recognized 501 (c) (3) organization. A copy of the IRS determination letter verifying this status must be submitted with the fundraising request. All commercial or political activities or organizations as well as unorganized or unrecognized public groups irrespective of their avowed aims or purposes are strictly excluded as recipients.

The funds devoted to such purposes are to be confined to the net amounts realized from voluntary contributions made to such activity.

Contributions to external fundraisers must be made payable directly to the external charitable organization and charitable organization. Contributions may not be made payable to the School. The student organization and charitable organization shall in no way imply that the State of Rhode Island is a sponsor of the event.

No large scale raffles, lotteries or sweepstakes may be held. An event involving all three of the following: (1) an entry fee (2) a prize (3) chance/luck, may fall under the legal definition of gaming, which is regulated by state law. Please ask to determine if a proposed event would be considered a "raffle" or illegal gambling.

Fundraisers that promote the use and/or sale of alcohol (e.g., happy hours) will not be approved.

Fundraisers involving recruiting for credit card accounts (e.g., credit card applications) will not be approved.

APPROVED 12/12/12