

# BUUSD Crowdfunding Request – Approval Form

**The request must be made and approved prior to being posted on any crowdfunding platform. Failure to obtain prior approval may result in disciplinary actions.**

School: \_\_\_\_\_

Teacher or Group: \_\_\_\_\_

Items Requested: \_\_\_\_\_  
(Items requested must have a clearly defined, educational purpose.)

Value of Items Requested: \_\_\_\_\_

Timeline of Project: \_\_\_\_\_

Items and cost not included with the Campaign: \_\_\_\_\_

\_\_\_\_\_

Platform being used:

DonorsChoose.org

AdoptAClassroom.org

Other:

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**I certify that this fund-raising event will comply with all BUUSD Policies and Procedures. These include but are not limited to:**

1. The account must be setup in the name of the School District.
2. All items obtained are the property of BUUSD and inventory procedures apply.
3. No "Go Fund Me" or like type site requests will be approved.
4. When developing a project be mindful as to what is being requested. You must stay within the parameters of the campaign being applied for.
5. Sites must be monitored and taken down when the event or request is complete.
6. No banking information will be provided.
7. All monetary donations shall be made payable to the BUUSD.

\_\_\_\_\_  
Teacher/Sponsor Signature

\_\_\_\_\_  
Date

**By approving this request, I agree my school will be financially responsible for any cost associated with this campaign.**

Approved \_\_\_\_\_  
Date

Denied \_\_\_\_\_  
Date

\_\_\_\_\_  
Principal's Signature

Business Manager Notified

Send Copy to Central Office