



Newport-Mesa Unified School District

Student Program Fundraising – Sample Language

Suggested Letter from Booster Groups to Parents/Students

The Newport-Mesa Unified School District is very proud of the extensive extracurricular and co-curricular programs offered at our comprehensive high schools. Through state funding, the District provides financial support for these programs, which includes adequate facilities and essential equipment, general maintenance, and compensation for coaches. However, costs often exceed limited district funds, thus necessitating booster club fundraising support and requests for contributions from participants.

As parent boosters we recognize that participation in a _____ High School Booster Organization is strictly voluntary, and no student will be denied the opportunity to participate in a Newport-Mesa USD extracurricular or co-curricular activity because a parent or guardian does not participate in fundraising activities, does not devote time or resources to the booster club, or does not purchase uniforms or other accessories or equipment. Parents and/or students who do not participate will not be publicly identified, and the funds that are raised will be used to support the group as a whole rather than being tracked into individual subaccounts for individual students.

In an effort to provide a comprehensive program for students at all levels, the _____ High School _____ program is requesting a contribution in the amount of \$_____ per student to supplement the program's operating budget. Unfortunately, if these additional funds to augment the program are not raised, the school may find it necessary to scale back the program. We strongly encourage parents to contribute to the program, and also remind parents to consult with their tax advisor as these contributions to the support group or the school may be tax deductible.

Finally, parents and students may also be asked to help with additional fundraising activities throughout the year in an effort to provide even greater financial support for the group's activities. While participation is highly encouraged, a lack of participation in such fundraising activities by a parent or guardian will not affect their student's eligibility to participate in the program, nor will that lack of participation be made public.

Sincerely,

Additional Approved Language for Parent Requests or Forms

1. You are not required to purchase any of these items.
2. Donations are voluntary and all students will be allowed to participate regardless of whether a donation is made.
3. A voluntary donation of \$_____ is appreciated.
4. A \$_____ donation to the art department is appreciated to help offset costs for this program and to maintain the quality of the art program that we have at _____.
5. Students who participate in the after school sports program are encouraged to support a one-time sports program donation of \$_____. The program donation will help to cover the cost of uniforms, equipment, coaches, and officials for the year.
6. Your decision to not make a donation will be kept private and will not be divulged to anyone.
7. We appreciate any donations made to this program.

Summary

Please also note that in any communication from a booster club organization, a coach, or a program advisor to parents or students all fundraising references **must** be phrased as “contributions” or “donations” and also use the words “requested,” or “voluntary.” Communication **may not** include any references such as “student fee,” or “participation fee,” or “required,” or “mandatory,” or “required payment plans,” or “in order to play/participate,” or any language with a similar meaning.