

ONLINE FUNDRAISERS

GoFundMe solicitations or similar online solicitations of funds are prohibited.

At the January 22, 2019 Board meeting, the Houston County Board of Education approved DonorsChoose.org as an allowable website for employees to solicit items for the school or classroom. DonorsChoose.org makes it possible for public schools to request additional resources needed for classrooms. Additional information may be found at <http://donorschoose.org>. **IMPORTANT NOTE:** All items received through DonorsChoose.org become property of the school and Houston County Board of Education. The following must be completed prior to applying to receive resources:

- 1). Even though resources and/or equipment are being requested, ALL Fundraiser procedures must be followed. The Principal must approve the request before submission to DonorsChoose.org.
- 2). If fundraiser procedures are NOT followed, the employee must be reported to the Ethics Commission.
- 3). ALL requests for technology must be approved by the Technology Director.
- 4). ALL equipment with a unit cost of \$500 or more and computers (i.e. laptops, iPads, etc.) must be included in the school's equipment inventory.

At the May 20, 2019 meeting, the Houston County Board of Education approved E-Funds for schools as the sole vendor for online solicitation of funds.

Each school employee should keep in mind the following in pursuing online solicitation through DonorsChoose.org or E-Funds for Schools:

- 1). Fundraiser procedures must be followed.
- 2). If fundraiser procedures are NOT followed, the employee must be reported to the Ethics Commission.
- 3). Collections are to be classified as "public funds." Donations are typically classified as "non-public."
- 4). The funds should NOT be deposited directly into the school's bank account. All donations would have to be received by check and made payable to the school.
- 5). You must have documentation that shows all funds received were used for students.
- 6). An individual that creates an online solicitation of funds account could face tax consequences.
- 7). Accounts would have to be routinely monitored and audited.