

Items purchased with funds procured as an employee of the District belong to the District not the grant writer.

Prior to seeking any grant or donation on behalf of the District or its schools, an applicant must obtain prior approval from the District. Any staff, administrators, school-related groups, or members of the public seeking grants or donations on behalf of the school or for the benefit of the school and/or its students should first discuss such request with the building principal or the Superintendent. This includes online donation solicitation sites such as Go Fund Me, and Donors Choose as well as program grants (ARTEC) not provided by the State.

~~Prior posting an online donation a grant approval form must be completed.~~ Finalization of any grant or donation associated with the school and/or its students, all requests for grants or donations must be approved by the Superintendent. When the appropriateness of a request is in doubt or if the grant/donation obligates the school to engage in specific actions, obligations or involves the addition of District/school funding, the Superintendent shall refer the request to the Board for final acceptance or rejection.

~~Grants for projects that will affect the physical structure of a building may be referred by the Superintendent to a committee in the same manner as requests to make donations that will affect a building's physical structure, as described in Policy 4510.~~

Approval of a grant or donation requests shall depend on factors including but not limited to availability of existing District resources and the following principles:

1. Conformance with the District's policies, goals, and objectives;
2. The District's instructional priorities, strategies, and standards;
3. Equity in funding;
4. Conformance to District governance and decision-making procedures of the Board, central office, and building-level staff;
5. Provision of value or benefit that is greater than the obligation under the grant award;
6. No violation of management or bargaining unit rights and responsibilities;
7. Lack of conditions that would divert school or District efforts away from the District's primary mission;
8. Conditions that obligate the District/School to engage in specific actions or obligations;
9. Any financial impact upon the District associated with required additions of District/School funds to the grant activity; and
10. District criteria for accepting gifts.

The Board reserves the right to deny approval of solicitation of any funding or grant application or to refuse acceptance of any funds awarded or donated.

**LEGAL REFERENCE:
ADOPTED:
AMENDED/REVISED:**