

1 **Browning Public Schools**  
2 **Student Fund Raising Request**  
3 **#3533R**



4 \_\_\_\_\_  
5  
6 **Date:**

7  
8 **To: John Rouse, Superintendent**

9  
10 **From:** \_\_\_\_\_  
11

12 The Board acknowledges that the solicitations of funds from students, staff and citizens must be limited.  
13 Therefore, the Board has appropriated sufficient funds to support curricular and co-curricular activities.  
14 Superintendent approval for fund raising is required. Building administrators are to apply for fund raising  
15 permission with the attached form within the stated time frame. ~~Fund raising limitations considered by the~~  
16 ~~Superintendent are to include limiting each building to no more than one major fund drive per building, per year,~~  
17 ~~and scheduling fund raising events by building site so as to limit community impact.~~ Elementary students may  
18 ~~not be sent~~ **fundraise door-to-door with the Superintendent's approval.**

19  
20 Fund raising shall be related to community causes or special equipment. All monies derived from the activities or  
21 formation of any student organization shall be deposited in the appropriate district account. All equipment,  
22 supplies and other materials purchased from funds raised and/or derived from fund raising activities shall be the  
23 ownership of the District and co-sponsoring club.  
24

25 *I request the following fund raising activity be considered for approval:*

26  
27 **Grade level:** \_\_\_\_\_  
28

29 **Item(s) to be sold:** \_\_\_\_\_  
30

31 **Time frame for sale:** \_\_\_\_\_  
32

33 **Fund raising purpose:** \_\_\_\_\_  
34  
35 \_\_\_\_\_  
36

37 **Marketing process and mark up:** \_\_\_\_\_  
38

39 **Attachment(s):** \_\_\_\_\_  
40

41 **Principal's Action:**  Approved  Denied  Deferred Initial & Date: \_\_\_\_\_

42 **Superintendent Action:**  Approved  Denied  Deferred Initial & Date: \_\_\_\_\_  
43

44 **Comments:** \_\_\_\_\_  
45  
46 \_\_\_\_\_

47 **This request is to be submitted to the superintendent's office 14 days prior to fund raising date.**  
48