



**ASB
PROCEDURES
MANUAL**

FUNDRAISING - GENERAL FUND

**REVISED
10/18**

General Fund Fundraising

History- On February 19, 2003, the Attorney General's Office issued AGO 2003 No. 1, which stated that RCW 28A.320.015 authorizes school districts to undertake fundraising activities where the activity in question is related to the educational purposes served by the school district.

Guidelines:

1. There must be a school board policy

Prior to general fund fundraising, school board must adopt policies outlining the scope and nature of fundraising to be allowed. All fundraising activities allowed by the policy must either relate to an educational activity or promote the effective, efficient, and safe management of the district. It is recommended that districts develop a listing of allowable General Fund fundraising activities.

2. Must relate the fundraising activity

Districts must show a link between the fundraising activity and some specific district educational activity. It is recommended that the link to the educational activity be outlined on the fundraiser request form.

3. Clearly state that it's General Fund fundraising

The purpose of the fundraiser must be clearly identified as being a fundraiser for the General Fund. All advertising should clearly indicate what the intended purpose of the proceeds are for, and appropriate accounting records be maintained to properly account for each fundraising activity.

4. Fundraising activities should not be combined

Districts should clearly identify whether fundraising activities are: General Fund fundraising; Associated Student Body fundraising; or Charitable, nonassociated student body fundraising. "Joint" fundraising activities (i.e. ASB and general fund) are NOT recommended.

5. It is NOT private money

Moneys raised from general fund fundraising activities are public moneys, and as such must be spent appropriately.