

**OTHER REVENUES - GRANTS FROM PRIVATE SOURCE****CDC-R****GRANTS:**

The process by which employees may apply for grants, including teacher grants from DEF, is as follows:

1. A written narrative detailing the grant availability, grant purpose, and the district obligation during grant period shall be submitted to the superintendent for consideration prior to submission of an application or “intent to apply” documents.
2. If approved, the grant application shall be submitted with the signature of the superintendent or designee.
3. If the grant is awarded, the District shall maintain all authority and responsibility as to the accounting and expenditure of grant funds.

**GIFTS AND DONATIONS:**

The Superintendent may accept gifts and donations of property to the District on behalf of the Board if their value is less than \$1,000. All other gifts and donations require Board approval before acceptance.

To be acceptable, a gift must have a purpose consistent with District goals and objectives. Gifts will not be accepted if they:

1. Begin a program that the Board would be unwilling to take over when the gift or grant funds are exhausted.
2. Bring unreasonable or hidden costs to the District.
3. Restrict any school program.
4. Imply endorsement of any business or product.
5. Conflict with policies or actions of the Board or public law.
6. Require extensive maintenance on the part of the District.

All gifts become the sole possession of the District for use and disposition as deemed appropriate.

The use of crowdfunding Internet sites (gofundme.com and others) by district staff or students to raise funds to supplement the budget or for any other school purpose is strictly prohibited.