

The School District of Springfield R-XII

Crowdfunding Request Form

Return signed and completed form to building principal/district administrator. Approval must be received from the building principal or district administrator **prior** to the start of any crowdfunding activity.

Please Note: If requesting technology or donations to purchase technology, documentation from the technology department confirming support must accompany this request.

Name: _____ Building: _____

Select One:

I am making a request for my classroom/school(s).

List applicable school(s), grade level(s), and/or subject area(s)

I am making a request for a club/organization that I supervise as a Sponsor.

List applicable school(s) and club/organization

Crowdfunding site to be used if request is approved: _____ Social media site(s) to be used for promotion: _____

If requesting financial donations, list funding goal: \$ _____

If goal is not reached, what will occur: _____

If requesting items, list specific items to be requested:

Indicate specific ways in which students will benefit from this crowdfunding effort:

EXACT narrative to be posted online if request is approved (attach additional page if needed):

Anticipated start date for crowdfunding campaign: _____ End date: _____

By signing this form, you are verifying you agree to the guidelines outlined in the Financial Procedures Handbook and the Crowdfunding Procedures, available on the District website.

Requestor's Signature & District Title _____ Date _____ Phone Number _____

Approved

Disapproved _____
Principal/Administrator Signature _____ Date _____