

## **CROWDFUNDING**

Crowdfunding is the practice of funding a project, cause, or purchase through the solicitation of monetary donations from the public at large over the internet. The following rules and procedures apply when crowdfunding is used for the intended purpose of providing a benefit to the District, its students, or its employees acting in their capacity as employees. Failure to comply with this Board Policy may result in the cancellation of the crowdfunding practice, rejection of the crowdfunded donation(s), civil prosecution, and/or the implementation of professional discipline, including termination.

### **Approval of Crowdfunding Solicitations**

Crowdfunding solicitations must receive the prior written approval of the District Chief Financial Officer. Pre-approval may be granted upon the submission of the following information to the District Chief Financial Officer:

1. A copy of the actual crowdfunding solicitation intended to be used.
2. The name of the crowdfunding platform (website) to be used, and a copy of the platform's pricing and fee structure.
3. The beginning and ending dates during which crowdfunding shall occur, or the dollar amount that, if reached, will result in the closure of the crowdfunding campaign.
4. The name, address, telephone number, and personal email address for every individual who will administrate the crowdfunding campaign.
5. A statement of the purpose for which the crowdfunding campaign is undertaken, including an identification of the specific goods or services that the employee desires for the Board to purchase with the donated money.
6. A statement describing the contingency plan for use of crowdfunded moneys, if the money raised through crowdfunding is insufficient to purchase the desired goods or services.

### **Acceptance of Money, Goods, and Services**

All money, goods, and services obtained through crowdfunding and received by the District or intended to benefit the District, its students, or employees acting in their capacity as employees, shall become the property of the District, if authorized by the Board of Education. No money, goods, or services derived from crowdfunding sources shall be permitted for use in the District by students or employees unless and until their acceptance has been authorized by the Board of Education.

### **Receipt of Money, Goods, and Services**

The District Chief Financial Officer shall be the custodian of all money and goods received from crowdfunding sources. All money and goods shall be inventoried, and all money shall be deposited into the appropriate District fund upon authorization from the Board of Education.

### Use of District Resources and Intellectual Property

District-owned technology, District-operated websites, and District-supplied email accounts shall not be used to engage in crowdfunding activities without the prior written approval of the District Chief Financial Officer. District-supplied email accounts shall not be targeted for crowdfunding solicitations.

Crowdfunding solicitations shall not use the District's name, logo, motto, mascot, or associated identifying marks or colors, or any District-owned intellectual property without the prior written consent of the District Chief Financial Officer.

### Compliance with Law and District Board Policy

Crowdfunding must comply with all duly adopted policies of the Board, and all applicable state and federal laws, as well as all local ordinances and regulations. Crowdfunding campaigns must comply with all applicable IRS regulations.

### Ethical Limitations

District employees shall not use crowdfunding to knowingly solicit or accept any compensation to perform their required official duties or to supplement their compensation as employees of the District.

### Student Confidentiality

Crowdfunding solicitations shall not use personally identifiable student information as defined under FERPA, information from a student's Section 504 Plan, student information covered by the IDEA, or directory information as that term is defined under District Board Policy, without the prior written approval of the District Chief Financial Officer.

### Affiliation with District

These procedures do not apply to crowdfunding solicitations that an employee pursues for non-District related activities, in which case the employee's affiliation with the District shall not be referenced, nor shall District resources be used.

LEGAL REFS: O.R.C. §§2921.43; 3313.51

Adopted: April 9, 2019