

Edgefield County School District

Crowdfunding Procedures

1. Edgefield County School District considers crowdfunding as a fundraiser. The crowdfunding procedures and forms are under the Finance tab on the district's web page.
2. The principal/director is to pre-approve a crowdfunding project/request PRIOR to it being posted on a crowdfunding platform.
3. Principals or directors should understand the terms of the crowdfunding platform prior to the start of a project. The two crowdfunding models are "All or Nothing" (AON) and "Keep-it-All" (KIA). AON (all or nothing) means that if the amount requested is not reached, the project does NOT get funded. The donor then has the option to pick another project to fund or give the current teacher a credit toward their next project. KIA (keep it all) means that if ANY amount is reached, the school will get a check even if the goal is NOT reached.
4. When the event or request is completed, be sure to take down the site.
5. If the request involves equipment, either technology or non-technology, pre-approval needs to be obtained from the appropriate District level director.
6. All non-monetary items including supplies and equipment that are obtained become the property of Edgefield County School District and all inventory procedures apply.
7. All monetary donations should be recorded by the school's bookkeeper in the school funds accounting system at each school. Line items should be set up for a new account if this is a new project. Checks should be sent to the school in the name of the school, NOT to an individual person. NO SCHOOL BANKING INFORMATION SHOULD EVER BE GIVEN OUT.
8. Be mindful of accountability. When funds are rais/ed for a project, our best effort should be made to follow through with the project and the funds used as originally intended.
9. When posting pictures/videos/images of any students or staff, all Edgefield County School District policies and procedures must be followed. Some platforms require their own student permission forms.
10. For any crowdfunding request, the school is to maintain a file to include the fundraising approval form, written detail of the project(s) as well as what is posted on the platform website, any photos/images posted with the project, and a copy of all agreements and permission forms.