

Brighton Central School Fund Raising Request Form Approved Declined Pending BOE

Department: Co-Curricular Athletics VPA

Club/Organization: Al Sigal Center - JUST ONE DAY

Purpose: Fund Raising Event Service Project

Transportation: Not Required District Request (complete request form) Student (complete permission forms)

Other (explain)

Requested Date: 2-15-2019
(Start date)

2-15-2019
(End Date)

Location of Requested Event: TCHS

Complete Facilities Use Form (See BCSD.org) as needed.

Description of requested activity. (Attach documents as needed) THIS WILL BE THE SECOND YEAR WE HAVE PROMOTED THIS EVENT. KIDS WILL BE ABLE TO WEAR HATS AND MAY CONTRIBUTE A SINGLE DOLLAR IF THEY WOULD LIKE TO IN THE ATTICUM BEFORE

Please include information on planned advertising (Attach documents as needed) SCHOOL

A REP. FROM THE AL SIGAL CTR WILL BE ON THE MORNING SHOW + AN ENDS WILL BE SENT.

Anticipated number of students involved: 50+

Number of adult chaperones required: NA (NOTE: Adult: Student Event Ratios)
1:5 Active "curb-side" advertising/selling 1:10 Active Events (ex. car wash) 1:20 Passive Events (ex. tabletop sales/booths)

Description of supervision plan (Attach a document as needed): _____

Faculty/Staff Advisor: Robert J. Hallagan
(print)
Kristen Hallagan

Robert L. Thomas
(signature)
[Signature]

Student Leader: Gidy You
(print)

(signature)

Chief Faculty Advisor/Director of Athletics/Director of VPA: Robert J. Hallagan
(signature)

Submission Date: 2-4-18

Received Date: _____

FUND RAISING ACTIVITY: EXPENSES WORKSHEET

Section 1: Projected Income . Fill in all that apply to your planned activity.

Ticket Cost: 0
 Item Cost: 0
 Donation Amount: \$1.00

Section 2: Projected Expenses. Please itemize your planned expenses by category and amount.

Category	Specific Item	Planned Cost
Material Goods (decorations, t-shirts, etc)		NA
Service Providers (DJ, Photographer, Guest Speaker, etc)		
Food Items		
Rental Fees		
Transportation/Travel		
Prizes/Gifts		
Sales Tax 4% Clothing 8% All other		
Other	KIDS WILL BE ABVE TO WEAR MATS	

Section 3: Project Profits (after expenses): \$50.00

 Advisor

 Club President

 Advisor

 Club Treasurer

FUND RAISING ACTIVITY REQUEST FORM

Please fill out one form for each activity your class/organization is requesting.

Today's Date 2-4-19

Club/Class/Organization making request:
Extended Studies Groups @ CRPS

The above group requests permission to conduct the following activity in compliance with the regulations and policies of Brighton Central School. All receipts and disbursements of funds will be made in accordance with the Brighton Central School Board administrative regulations.

ACTIVITY PLANNED:
note card fundraiser for community organization

Indicate the appropriate category:

FUND RAISING EVENT SERVICE PROJECT OTHER

ACTIVITY/SALE DATES REQUESTED

Begin March 2019 Time (if applicable) _____

End April 2019 Time (if applicable) _____

LOCATION OF ACTIVITY

CRPS

BUILDING USE FORM COMPLETED YES NO N/A

CLASS/CLUB/ORGANIZATION ADVISOR(S) Andrea Yawman (Signature) Andrea Yawman

PROJECT CHAIRPERSON (if other than advisor) MJ (Signature)

The above named Class/Club/Organization understands the request of the above activity and assumes responsibility for its conduct.

ARE CHAPERONS REQUIRED? YES NO

If yes, list names:

APPROVED DENIED DATE _____

Chief Faculty Advisor for Student Activities
(signature)

FUND RAISING ACTIVITY: EXPENSES WORKSHEET

Section 1: Projected Income . Fill in all that apply to your planned activity.

Ticket Cost:

Item Cost:

Donation Amount:

\$10 / package of note cards

Section 2: Projected Expenses. Please itemize your planned expenses by category and amount.

Category	Specific Item	Planned Cost
Material Goods (decorations, t-shirts, etc)		
Service Providers (DJ, Photographer, Guest Speaker, etc)		
Food Items		
Rental Fees		
Transportation/Travel		
Prizes/Gifts		
Sales Tax 4% Clothing 8% All other		
Other	cardstock from duplicating center	

Section 3: Project Profits (after expenses): \$1500

Andres Yawman
Advisor

Club President

Judy Wegman
Advisor

Club Treasurer