A. There are organizations that provide funds and supplies to teachers which can help with the improvement of student learning. Through the respective funding websites, teachers can register and create project pages to describe items they wish to purchase to improve student learning opportunities.

B. Project funding request:

   1. Project funding requests must comply with CPS policies.
   2. All project funding requests must be approved by the submitting teacher’s supervisor (principal) and the appropriate assistant superintendent (elementary or secondary) responsible for the school BEFORE the request is submitted to a crowd source website.
   3. All project funding requests must comply with District curriculum standards, goals and objectives.
   4. No funding request can conflict with existing Board of Education policies or with State or Federal law.
   5. Any requests including technology products must be pre-approved by the District’s Director of Technology Services.
   6. Materials requested should be delivered to the school of the requesting teacher.
   7. Materials requested are to be used in the classroom of the teacher who submitted the project request.
   8. Teachers requesting funds for projects are not allowed to advertise or promote the project via school district email.
   9. Items purchased through this funding process must be used for the intended purpose as outlined by the funding organization and board policy.

C. Ownership of materials funded:

   1. Materials funded through crowd source funding projects are considered property of the Columbia Public Schools. Items are not the personal property of the teacher.
   2. If the funding site provides funds for materials, supplies, etc. to be purchased for the requesting teacher’s use, the checks must be made payable to the Columbia Public Schools. Once the funds are deposited into the appropriate District account, purchases can be made to utilize the funding.
   3. If a teacher who was awarded materials through a crowd source funding project moves to a different school within the District, the teacher may take the funded materials to use in his/her classroom upon receiving the consent of the principal of the school she is leaving.