Annual Organization Approval Form: 2023-2024

Board Policy 1230 requires that all groups desiring to be recognized as school-connected organizations request authorization from the Board. The following questionnaire addresses each of the required components of the Board Policy, as well as allows the District to comply with the requirements of Governmental Accounting Standards Board (GASB) Statement Number 39.

This report is for the previous fiscal year (July 1 through June 30), and is due to the Assistant Superintendent of Business Services by September 30, 2023.

Date of Application for Approval: _____

Name of Organization: _____

Tax Identification Number (TIN): _____

Attach a copy of Determination Letter or a copy of Application for Determination.

1.) Provide the name, address, phone number, email and title of all officers.

Name:	Name:
Address:	Address:
Phone Number:	Phone Number:
Email:	Email:
Title:	Title:
Name:	Name:
Address:	Address:
Phone Number:	Phone Number:
Email:	Email:
Title:	Title:

2.) A brief description of the organization's purpose, including any membership qualifications or quotas.

3.) A list of specific annual objectives.

4.) Indicate the desired use for any money remaining at the end of the year if the organization is not continued or not authorized to continue in the future.

5.) Provide the following financial information for the past fiscal year (July 1 to June 30):

(A) Beginning Bank Balance (July 1)	
(B) Total Receipts for the year (July 1-June 30)	
(C) Total Expenditures for the year (July 1-June 30)	
(D) Ending Bank Balance (June 30) (should=A+B-C)	

6.) (a) The name and address of the bank where the organization's account is located.

_____
_____

(b) The names of those authorized to withdraw funds.

_____   _____

_____   _____

7.) Provide a copy of evidence of liability insurance.

8.) Obtain signature of a site administrator who supports the request for approval, (Principal, Vice Principal or Assistant Principal) and signature of the school-connected organization President or Treasurer.

_____
Site Administrator Signature   Title   Date

Submitted by:

_____
President/Treasurer Signature   Title   Date
School-Connected Organization

Annual Form Orgs 2023.24