

## University of Illinois Extension 4-H Fundraising Approval Form

Illinois 4-H clubs/groups should receive advance approval from the University of Illinois Extension Unit staff when planning or conducting a fundraiser. This will ensure that the club/group is operating within the policies and guidelines relating to the use of the 4-H name and emblem and fiscal policies of University of Illinois Extension. All money raised using the 4-H name and emblem must be used for 4-H educational programs and activities unless noted in advance that is money is being raised for another organization/agency. Please complete and return this form to the University of Illinois Extension Office to be approved and placed on file at least **two weeks** before the 4-H fundraising activity is to be promoted and/or held. If you have a separate budget for this fundraising activity, please attach a copy to this form.

Type of Fundraising Activity: \_\_\_\_\_

Date of Activity: \_\_\_\_\_

Where will this activity be held? \_\_\_\_\_

Will adults be present at activity? \_\_\_\_YES \_\_\_\_NO

What is the current balance in the club/group checking account? \_\_\_\_\_

What is the current balance in the club/group savings account? \_\_\_\_\_

What will the money from this fundraiser be used for? \_\_\_\_\_

Will any of the money donated be given to charity? If so, what charity?

\_\_\_\_\_

How much money do you expect to raise during this fundraising effort?

\_\_\_\_\_

Club Account/Financial Institution \_\_\_\_\_

Club EIN: \_\_\_\_\_

4-H Leader Signature \_\_\_\_\_ Date: \_\_\_\_\_

Extension Staff Signature \_\_\_\_\_ Date: \_\_\_\_\_

8/2018

