

Local Club Fundraising Guidelines

The DeKalb County 4-H Youth Development program follow fund raising guidelines set forth by The University of Georgia Cooperative Extension Service, DeKalb County Government, local school system policy, Federal and Georgia State revenue laws. The following guidelines apply to all funds collected, donated or raised by local clubs:

- All funds collected, donated or raised in the name of the 4-H program by school clubs are property of 4-H. School clubs have digression to use funds as deemed necessary to provide scholarships to camp, conferences, and environmental education school field trips.
- Funds may be used to reward and/or recognize club members with admission to county and school field trips and incentive events.
- Funds may be used to support outdoor classrooms, and other environmental education school/community service projects
- Funds may be used to support service learning projects such as toiletries for needy, back to school supplies for needy families in school/community, etc.
- Funds may be used to purchase awards and prizes to recognize members.
- Funds may be used for some school projects. Contact 4-H office for details.
- Dues for all DeKalb County 4-H clubs are \$3.00 per member. No child can be excluded because of inability to pay \$3.00. All dues collected should be forwarded to DeKalb County Extension Service 4-H program by cash, school check, or money order.
- Local School Club may elect to add up to \$2.00 per member to support refreshments for club meetings. Keep in mind refreshments is not a legitimate expense from the DeKalb County Expense Reimbursement Program. Local Club dues may not exceed \$5.00 in total.
- Local Club School Leader should submit quarterly statements to county 4-H office. The statement must include all income, expenses and ending balances.
- Local Clubs with balances of more than \$200.00 will be required to submit summary that details how monies are going to be spent.
- Questions regarding appropriate use of 4-H funds should be address with County Agent during site visits, or call county office @ 404-298-4080.