



华夏中文学校大费城分校

Huaxia Chinese School at Great Valley

Huaxia Chinese School at Great Valley (“HXGV”) Guidelines for Fundraising via Institutional, Corporate, and Individual Sponsorships

1. General:

HXGV is a non-profit, non-religious, and non-political educational institution. The School is organized exclusively for educational, cultural, scientific and charitable purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code of 1986, or the corresponding section of any future federal tax code.

HXGV is mainly support by students’ tuition, membership dues, donations, and any money raised through the School fund raising activities. HXGV accepts and appreciates the support from all businesses and individuals. However, all activities initiated by the sponsors have to operate in accordance with HXGV Bylaw, general guidelines, financial regulation and policies.

HXGV may at is option and sole discretion, make decisions on how to disburse the funds through institutional, corporate, and individual sponsorships.

HXGV may at is option and sole discretion, make pricing changes at any given time.

This document provides general guidelines for fundraising through institutional, corporate, and individual sponsorships.

2. School General Sponsorships

This type of sponsorship is intended for an individual and commercial or business entity that supports HXGV in general for at least one school year time period.



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Category	Sponsor Type	Sponsorship Amount -- Min Requirements	Conditions and Benefits
Seminar-only Sponsorships	Seminar Sponsor*	Free for HXGV members	The seminar duration should be within 2 hours. HXGV will provide and organize seminar meeting room. HXGV will send at least one school wide email to announce a seminar.
		\$100/seminar for Non-HXGV Members	
HXGV website sponsors	Website	\$500	List sponsor provided name in HXGV website under "HXGV Sponsors" with an approximate 180x150 pixel infomercial space included sponsor provided embedded link on the right side of HXGV front page for one school year.
HXGV New Year Gala	Program advertising	\$200 Full Page; \$100 Half Page and \$50 Business Card Size	Allow commercial information shown on the HXGV New Year Gala Program
HXGV Year-End Assembly			Allow commercial information shown on the HXGV Year-end Assembly Program
HXGV Event Sponsorship	Sponsor of HXGV events	\$500	Name & Invited as HXGV Sponsor in one of the HXGV only events excluded all HXCS events
General Sponsorship	Gold Sponsor of HXGV	\$ 1,200.00	<ol style="list-style-type: none"> 1. Allow one full page of commercial information shown on the HXGV New Year Gala Program. 2. List sponsor provided name in HXGV website under "HXGV Sponsors" with an approximate 180x150 pixel infomercial space included sponsor provided embedded link on the right side of HXGV front page for one school year. 3. Allow up to 2 per school year, up to 2 hours per occurrence to HXGV community by the sponsor within one school year and permit the sponsor and interested HXGV members' one-to-one follow-up meetings within the same day. 4. Name & Invited as HXGV Sponsor in one of HXGV only events excluded all HXCS events.
* No additional charge for HXGV members for one-to-one follow-up meetings within the same day but review on a case by case basis for Non HXGV members			



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3. Commercial Related Activities

- a. Commercial entities in the Local and surrounding community are welcome to drop/leave any commercial related information at the front desk every Sunday without any fee but no direct contact method (such as: Q and A session or set up a table for distribution) are allowed at the school property.
- b. To conduct any commercial related activities (not covered in the existing HXGV guideline) with any method involve direct contact with HXGV members at the school property -- \$100 fee or higher will be charged for each event/activity.
- c. Any activities other than the above, which are not listed in the current HXGV guidelines, should proceed upon the discussion within board, but can be adjudicated jointly by Principal and PC Chair with discretion.