

**District School Board of Collier County
Use of District Facilities
Administrative Procedure for School Board Policy 7510**

Category C3 Certification

- 1) Not-for-profit organizations qualified under State or Federal law which meet all of the following criteria:
 - a) program serves only District students of compulsory school attendance age within Title 1 Schools;
 - b) program is academic in nature approved by the principal or district; including homework support, tutoring, and/or direct academic instruction aligned to school needs;
 - c) they charge no fees to the students or their families;
 - d) program is strictly funded through donations and/or grants;
 - e) they must have an approved Memorandum of Understanding (MOU) through the Superintendent's office; and
 - f) they have signed a certification form stating that the organization meets all the requirements to qualify as a Category C3 user.

The C3 rate shall be charged to those entities that are in accord with the criteria set forth above. The cost for custodial staff and AV support shall be itemized as a separate cost on the lease statement.

CERTIFICATION

This is to certify that the below listed not-for-profit organization meets all criteria for CATEGORY C3. The organization understands that a budget detailing all expenditures as well as verification of the event registration fee and number of participants may be requested.

Signature

Title

Organization

Date