



MANHEIM TOWNSHIP SCHOOL DISTRICT

DISTRICT OFFICE

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www.mtwp.net

Use of School Facilities

Applicant Categories:

Those seeking to use/rent school facilities must fall into one of the following categories:

1. **Categories A & B: Student and/or School-Related Organizations/Activities.** Two distinct groups fall into this category:
 - Category A - Groups or organizations directly administered by the District or strongly affiliated with the District whose purpose is predominately the support of the District and/or its students. Examples of such organizations would be: School Programs, Parent Teacher Organizations, Booster Clubs including camps run by booster clubs, school affiliated co-curricular, extra-curricular and intermural activities, Interscholastic Athletics, Invitational athletic events sponsored by the booster clubs and/or athletic teams, Manheim Township Education Foundation.
 - Category B - Non-profit organizations chartered or established totally within the Manheim Township School District whose primary purpose is to provide civic, educational or athletic benefits to District students, residents or community as a whole; and shall consist of a minimum of seventy percent (70%) of Manheim Township School District residents. Examples of such organizations would be: local youth sport organizations, Manheim Township Parks and Recreation Program, Civic and community organizations. The organization must provide proof of 501(c) (3) status.
2. **Category C – Non-resident Non-profit Organization.** All non-profit organizations not chartered or established totally within the Manheim Township School District and whose program shall provide civic, educational, or athletic benefits to a group of individuals, which do not consist of at least seventy percent (70%) of Manheim Township School District residents, shall fall under this group. The organization must prove 501(c)(3) status. Examples would be Relay for Life, college courses offered by colleges. (For-profit organizations holding a non-profit event may fall under this classification at the sole discretion of the school district, as determined by the superintendent or her/his designee.)
3. **Category D - Individuals and Organizations.** Any organization or an individual not falling into one of the categories above.

All categories must submit a completed application.