



MANHEIM TOWNSHIP SCHOOL DISTRICT

DISTRICT OFFICE

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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 & C: Student and/or School-Related Organizations/Activities.** Three 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** – Manheim Township Parks and Recreation Youth Programs.
 - **Category C** - 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 Adult Programs, Civic and community organizations. The organization must provide proof of 501(c) (3) status.
2. **Category D – Non-resident Non-profit Organization.** All non-profit organizations not chartered or established entirely within the Manheim Township School District, or which do not consist of at least seventy percent (70%) Manheim Township School District residents, and whose programs provide civic, educational, or athletic benefits to a group of individuals, shall fall under this group. The organization must provide proof of 501(c)(3) status. Examples include youth sports organizations, other youth organizations, Relay for Life, and 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 their designee.)
3. **Category E - Individuals and Organizations.** Any organization or an individual that does not fall into one of the categories above.

All categories must submit a completed application.