



**KEEP  
CALM  
AND  
VOTE  
ON...  
EDUCATION**

**NEA FUND FOR CHILDREN  
& PUBLIC EDUCATION**

**Reach the goal of \$200 for the 2018 RA!**

The NEA Fund for Children and Public Education (NEA Fund) collects voluntary contributions from Association members which are used for political purposes, including, but not limited to, making contributions to and expenditures on behalf of friends of public education who are candidates for federal office. Only U.S. citizens or lawful permanent residents may contribute to the NEA Fund. Contributions to the NEA Fund are voluntary; making a contribution is neither a condition of employment nor membership in the Association, and members have the right to refuse to contribute without suffering any reprisal. A member may contribute more or less than the suggested amount, or may contribute nothing at all, without it affecting his or her membership status, rights, or benefits in NEA or any of its affiliates. Contributions to the NEA Fund are not deductible as charitable contributions for federal income tax purposes. Federal law requires us to use our best efforts to collect and report the name, mailing address, occupation, and name of employer for each individual whose contributions aggregate in excess of \$200 in a calendar year.

# RA Contribution System: How It Works

## How to Contribute

Contributions are accepted via credit card at one of many kiosks at the RA. Kiosks are the most environmentally responsible way to contribute. We also accept cash and check contributions via envelopes.

The envelope system, kiosks, and **web site** all ensure that every contribution is accurately credited to the correct delegate and state delegation.

1. Individual labels will be given at the RA. Each label is printed with your name and delegate ID number, which identifies each contribution you make to the NEA Fund. **Labels are ONLY to be used for making voluntary contributions to the NEA Fund.**
2. When you register at the RA as a delegate, you will receive an information packet containing a book of contribution envelopes with three different colors of print.
  - Black print: Used for cash or check
  - Green print: Used for recording In-Kind
  - Red print: Used for Quilt Giveaway

You may also get more envelopes from your PAC Captain.

**Important Note:** *One time and continuous credit card contributions can be made at the kiosk, which is the fastest, greenest and most secure way to contribute.*

3. When using an envelope, put one of your labels in the "Donor Box" at the top of each contribution envelope and be sure to note your contribution amount. If you misplace your labels, you can write your name, two-letter state abbreviation and delegate ID

number (printed on your delegate badge) on the contribution envelope. (Please write legibly.) Ask your state PAC Captain for additional labels or stop by the PAC Booth at the RA to have more printed, if needed.

4. You may give completed envelopes to your PAC Captain or whoever is collecting contributions for the NEA Fund.

**Still have questions? Don't worry! Your PAC Captain will explain everything to you at your first caucus meeting.**

## Who May Give to the NEA Fund

Contributions to the NEA Fund may only be given by Association members, executive and administrative staff of the NEA and State Affiliates, and their immediate families. Only U.S. citizens or lawful permanent residents may contribute to the NEA Fund. State Associations may not contribute to the NEA Fund nor may corporations or businesses.

## Voluntary Contributions

All contributions to the NEA Fund must be voluntary. This means that delegates, staff members, and their families must be informed that the decision of whether or not to make a contribution to the NEA Fund is up to them and that they are free to give more or less than the suggested \$200 delegate contribution goal or nothing at all without fear of reprisal. Contributions to the NEA Fund will be used for political purposes. Contributions are not tax deductible for federal income tax purposes. All this information is printed on the front page of the delegate contribution envelope packet and is listed in the small print on the opposite page.

## Cash Contributions

No delegate may contribute more than \$100 in cash to the NEA Fund during the entire RA—whether the \$100 is inserted into one contribution envelope, or is spread out over several envelopes. A delegate who meets the voluntary contribution goal of \$200, may only use cash for \$100 of the total—the rest must be via check or credit/debit card.

## "In Kind"

"In Kind" refers to a contribution of goods or services that an individual pays for in order to raise money for the NEA Fund. The NEA is required by law to report all "In Kind" contributions to the Federal Election Commission. Please use the envelope with green lettering found in your envelope book. Homemade/hand-made items (food, crafts, etc.) with a de minimis value are not considered to be a contribution and therefore do not need to be reported. Businesses and corporations are prohibited from donating items to be used to raise money for the NEA Fund, so please do not solicit any "In-Kind" donations from businesses or corporations. In-Kind contributions do not count toward an individual's RA totals, nor are they counted toward a state affiliate's totals.

### 2018 INDIVIDUAL DELEGATE GIFTS:

As a thank you from the NEA Fund to you, we're offering the following recognition items.

Ribbons	\$ 50–2,000
2018 T-shirt	\$ 200
2018 Backpack	\$ 500
2018 Button	All PAC Members

Thank you gifts will be available through your PAC Captain or at the PAC Booth.