

## Schools and PTOs Quick Guide: Providing Financial Support to Impacted Families

### 1.0 purpose of this quick guide

Provide schools and PTOs with information to set up processes for providing impacted families with financial support for rent, utilities, and other expenses. It includes:

1. What makes this situation unique
2. Key support roles
3. Challenges and emerging solutions
4. What you can do ahead of a crisis
5. Appendix: tools from the front lines

### 2.0 what makes this situation unique

This emergency differs from other events. The **realities** include:

- Families who cannot work due to fear of detention, who are then unable to pay rent, utilities or other expenses
- Food shoppers and drivers requiring mutual aid reimbursement for food and essentials purchases or transportation costs
- Over-taxed teachers and PTOs that want to alleviate teacher stress

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### 3.0 key support roles

Schools and PTOs have created new support roles to help collect and distribute financial support to families:

Role	Definition
<b>Mutual Aid Coordinator</b>	PTO or other parent volunteer who set up financial giving accounts to collect direct contributions.
<b>Non-Profit Partnerships Coordinator</b>	PTO or other volunteer who partners with community non-profits focused on housing security. Could be the same person as the Mutual Aid Fund Coordinator.
<b>Mutual Aid Allocation Coordinator</b>	PTO or other volunteer who forecasts needs and distributes funds to various set up financial giving accounts to collect direct contributions.
<b>Family Supporters</b>	Highly trusted individuals in the community who: <ul style="list-style-type: none"> <li>• Provide direct, in person support to impacted families.</li> <li>• Understand and are trusted to follow security protocols to protect impacted families</li> </ul> <p>Most often teachers and parents personally recommended by the teachers or Family Support Coordinators.</p>

### 4.0 challenges and emerging solutions

Challenge	Emerging Solutions
Impacted families unaware that financial support is available and how to request it	Family Supporters explaining what is available and helping families request financial support
No established mechanism for collecting and distributing funds	Creating a mutual aid coordinator/team to lead donation collection, gather requests for aid from families and shoppers/drivers, manage and forecast fund balance, and allocate funds
	Where possible, partnering with existing non-profits to collect and distribute funds
	If necessary, creating new mutual aid Go Fund Me or Venmo accounts
Privacy and tax implications	Creating protocols to protect impacted family privacy
	Establishing funds that protect administrators from tax burdens
Imbalance between schools' resources and needs	Schools with more resources and fewer families in need are partnering with schools with higher needs to ensure support is shared across the community

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### 5.0 what you can do ahead of a crisis

Partner	What To Do Ahead of a Crisis
PTOs	Research if there are existing non-profits in the community that can assist with mutual aid collection and distribution
	Find a PTO member or other parent with financial management skills who would be willing to lead mutual aid efforts
	Reach out to other PTOs if resources and needs are not equal across schools

### 6.0 tools from the front lines

Tool	Purpose	Link
No Tools Currently Available		