



Alexandria City Public Schools welcomes donations from individuals, organizations, corporations and community groups. Thank you for supporting ACPS through your donation. Prior to submission of this donation form, please review Policy KH: Public Donations to the Schools and KH-R: Regulations for Public Donations to the Schools for additional information. After submission, the ACPS Office of School, Business and Community Partnerships will contact you within five business days regarding whether the donation has been accepted. ***Red text reflects staff and PTAC feedback in response to Board Member questions at the April 27, 2017 Board Meeting.**

***Required Information**

Contact Information:

1. First Name:*
2. Last Name:*
3. Street:*
4. City:*
5. State:*
6. Zip code:*
7. Email Address:*
8. Phone Number:*
9. Business or Organization (If applicable):*

Type of Donation:

10. Dropdown Menu

Financial Contribution (Option 1)

Donated Item (Option 2)

If “Financial Contribution” (Option 1) is selected, the “amount of donation” question (11a) will appear. If “Donated Item” (Option 2) is selected, the list of donation areas (11b) will appear, as well as the “estimated value” question (11c).

11a. Amount of Donation:

11b. List Categories of for Donation Areas-Items

Please select the option below that best identifies the type of item you are interested in donating. If the options below do not align well with your donation, please select “other”.

Art Supplies/Equipment

Audio Visual Equipment

Books

Building and/or Landscaping Equipment and Materials

Clothing and/or Shoes

Community Events

Curriculum/ Instruction

Facilities/Maintenance

Field Trips

Furniture

Medical and/or Dental Aids

Musical Instruments

Office Supplies

Parent Support/Engagement Programs

Photography Equipment

School Supplies and/or Backpacks

Sport and Fitness Equipment

Staff Support

Technology Equipment/software/peripherals

Translation

Transportation

Vehicles

Other

11c. Estimated Value of Donation:

12. Relationship between the donor and any ACPS employee, student, School Board Member, or the Superintendent

(Yes/No Drop-down menu: If “Yes” selected, a text box appears to “Please describe.”)

Additional Information:

13. Please provide ~~any~~ additional information about your donation including specifics about the donated item(s) **and any restrictions or conditions attached to this donation** (e.g., the donation is intended for a specific ACPS school, department or program; to create an endowment; or to be anonymous).

13. Please attach any photos of donated items (optional).

13. Submit

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