

Donation Acceptance Recommendation

Subject:

Include Donor name, amount & to who (as applicable)

Background Information:

Statement of Fund Use:

Where is the donation going; specific?

Campus(es) Affected:

Drop-down menu or Manual

Benefit Statement:

Tell how this donation benefits your campus/department.

Recommendation

Recommend Approval Donation Comment

Do Not Recommend Accepting Donation Explanation

Recommended By

Principal/Director
6 L J Q D W X U H

Executive Leadership Approval

Katie Bowman, Associate Superintendent of Finance
and Auxiliary \$ S S U R Y D O _____

Typed Name:

President
Board of Trustees