

DeWitt School District PTA Donation Request Form

Person and/or
Organization: _____

School: _____

Amount requested: _____ Date needed: _____

Reason for
donation _____

Donation Guidelines/Requirements:

- Forms may be mailed to P.O. Box 654, DeWitt or turned into a PTA officer.
- Donation forms requesting \$250 or more must be submitted for inclusion in the agenda for a general meeting and presented before the membership for approval.
- Donation requests for less than \$250 may be made at any time, will be received and voted on by the donations committee and/or membership, and applicants will be notified regarding approval in a timely manner.
- Donations will be awarded based on need and the educational impact of students, classroom instruction, and improving student learning.
- Donation recipients will be required to return to a future PTA meeting to give a report on the outcome resulting from said donation. If recipient does not give a follow up report, the individual or organization will be ineligible for donations the following year.