

# DONATION FLOWCHART FOR CAMPUSES

**Midland Independent School District (MISD)**

**Purpose:** The purpose of this flowchart is to depict the decision making process of employees obtaining donations.

**Donation:** As a governmental entity, your school district may receive private donations from individuals, firms, philanthropic social or service groups, associations, societies, etc. These gifts or bequests may be in the form of cash, securities, stocks, land, or other types of tangible assets. The use of a donation may be unconditional or conditional, depending on the terms of acceptance between the donor and the school district. For more information please see FASRG published by TEA.

**Education Foundation:** The Midland Education Foundation and our dedicated board of directors help guide funding that contributes to enriching, innovative instruction throughout our district leaving its mark on all students through a variety of initiatives that directly support academics, fine arts, robotics, science, technology, engineering, math, history, and so much more. Education Foundation can take any donations on behalf of Midland Independent School District. Education Foundations' phone numbers are 432-240-1371 and 432-240-1372

**Performers of the task:**

- 1: Performed by Secretaries, with Principals as backup.
- 2: Performed by the Principal or Director of department or a designee.
- 3: District cashier or Activity Fund Clerk

**District Cashier @ District Service Center Information:**

**Address:** Attn: District Casier 615 W. Missouri Ave, Midland, TX 79701  
**Phone:** 432-240-1913

