



South San Antonio Independent School District Donation Form

Completion of this form is required prior to the district's consideration of a proposed donation to the South San Antonio Independent School District. This form is to be completed in its entirety and submitted prior to receipt of any donated goods, services, or funds. Donations valued in excess of \$25,000 must be approved by the School Board per CDC (Local) Policy.

Date Form Completed: _____ Campus: _____

Donor Name: _____ Organization: _____

Address: _____

Daytime Phone #: _____

Description of Donation/Gift: _____ Approx Value _____

Recipient (s) of Donation (School, athletic program, etc): _____

☐ Detailed memo enclosed with specific terms included

Acceptance of Monetary Gifts, Grants and Other Revenues

Are funds to be used for a Specific Purpose: Yes _____ No (General Donation) _____

If yes, explain how the gift will be used: _____

Acceptance of Non-Monetary Gifts

Describe type of Item Donated _____

Purpose _____

Are there conditions of use attached to the gift: YES _____ NO _____

If yes, Please explain conditions: _____

Will there be additional cost to the school district? (Instillation cost, annual maintenance costs, etc: _____

Donor Signature _____ Date _____

Principal Signature _____ Date _____

Deputy Superintendent _____ Date _____

For District Office Use Only

Accepted by Superintendent: _____ Date: _____

(Superintendent may accept any gift of \$25,000 or less on behalf of the Board)

Accepted by School Board: _____ Date: _____