

PITTSFORD CENTRAL SCHOOL DISTRICT

ACCEPTING GIFTS FROM THE PUBLIC

If you wish to have a gift considered for acceptance by the school district, please read board policy "Accepting Gifts from the Public" and complete the form below.

Name _____ Phone _____

Address _____

School: _____

1. Describe the gift. What is it? List its condition, age, size, and other details as applicable. If not cash or new item, please estimate the fair market value.

2. Describe any conditions or restrictions for its use.

3. If the gift is in trust, describe specifically your intentions for the use of the principle and for investment. (You may contact the District Treasurer to agree on a method for treating the principle.)

4. Which of the following conditions does the gift fulfill?

_____ Is it in support of and a benefit to all district schools or to a particular district school?

_____ Is it for a purpose for which the district could legally expend its own funds?

_____ Is it for the purpose of awarding scholarships to students graduating from the district?

Thank you for your consideration of the district as a recipient of a gift. We will consider your donation and respond to you about our ability to accept your gift as soon as possible.

PLEASE NOTE:

In the case of Technology/Computer equipment, the gift needs to be approved by our Coordinator of Technology, Matthew Kwiatkowski. In the case of Athletic donations, the gift needs to be approved by our Athletic Director, Scott Barker.

Administrator's Approval: _____ Date _____
(When appropriate)

Principal's Approval: _____ Date _____

Superintendent's Approval: _____ Date _____

Board Action: Date: _____