



Note: Many companies require that you submit an application for donations online. Others require you submit a letter. Be sure to reach what each company requirements are for donations.

Name of your school

Address

Phone Number

Example:

Nirvana Middle School

444. North Happy Street

Los Angeles, CA 90001

Phone: (213) 211-1000 Fax: (213) 111-3350

(Current Date):

Example:

November 8, 2013

Name of store

Store address

Example:

Big King Grocery Store

1234 1st Street

Los Angeles, CA 90000

The person who you will be addressing the letter to

Example:

Store Director

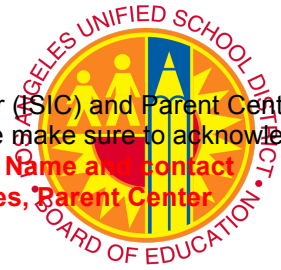
(Give the store a brief history of the school and what is the purpose of the parent center at Sal Castro)

The Intensive Support and Innovation Center (ISIC) aims to serve students and families of the Los Angeles Unified School District (LAUSD) by empowering them to be their child's first teacher, advocate for their children's education, and as allies of public schools by ensuring that their children learn to their fullest potential. To this end, we support numerous opportunities for parents and schools to work together on behalf of their children, such as activities at Parent & Family Centers, academic and parenting workshops, educational resource fairs, and other extracurricular educational activities.

(Give a sentence or two of how you need them to help you OR HOW THE DONATIONS WILL HELP THE PARENT CENTER)

To pursue our mission, we rely on our neighbors in the business community to help us engage parents. A monetary donation or item contribution will provide opportunities for parents to help their children to learn and grow that they might not otherwise have. Past donations have included:

- Monetary donations that can be used to purchase items such as volunteer refreshments, books for English Learners, and "moon bounces" for special events.
- Goods donations, such as toys, games, school supplies, books, apparel, gift baskets – anything that might be enjoyed by a parent, child, teacher, or volunteer.
- Food and refreshments, which help create a welcoming and productive environment at parent workshops, classes, and meetings, as well as at events put on by the LAUSD.
- Gift cards or coupons, redeemable online or at local businesses
- Tickets or vouchers to museums, concerts, amusement parks, sporting events, or other venues.



By making a donation to **Name of your school** The Intensive Support and Innovation Center (ISIC) and Parent Center, you are helping children to learn and succeed in life. All donations are tax deductible, and we make sure to acknowledge donors when disbursing gifts and at relevant events. **If you wish to donate, please contact Name and contact information person at the school that will receive the donations for example: Bob Jones, Parent Center Representative, (213) 211-1111, bob.jones@gmail.com]**

To learn more about **(NAME OF YOUR SCHOOL)** Intensive Support and Innovation Center (ISIC), our work, or how to get involved, please feel free to contact us.

Ask your principal or title 1 director for the tax id number associated with your school

Example

Federal Tax ID 00-000-000

Sincerely,

Bob Jones,

Parent Center Representative,

(213) 211-1111

bob.jones@gmail.com