



RACINE UNIFIED  
SCHOOL DISTRICT

DONATION INFORMATION SHEET

SCHOOL \_\_\_\_\_

Donor Name (First, Last)	School Year	Designation of Donation ( School, Activity or District)
--------------------------	-------------	---

Donation Amount
-----------------

Donated Purpose
-----------------

<p>Contact Information</p> <p>Address _____ City, State, Zip _____</p> <p>Email Address _____</p> <p>Phone Number _____</p> <p>Organization Name _____</p>
--

*The Racine Unified School District automatically assumes a tax exempt status as a governmental organization and therefore does not possess a 501c(3) form from the Internal Revenue Service.*

***All values are assigned by the donor. No goods or services were received for this donation.***

Per School Board Policy 3250 Gifts, Grants and Bequests

*“These funds shall be placed in the district treasury and accounted for in accordance with regulatory requirements and generally accepted accounting principles. Such records shall be considered segregated trust funds and be audited on an annual basis. The School Board may exercise the rights and powers generally conferred upon trustees. The School Board may not transfer assets received from a donor or grantor to a third party for management and investment purposes.*

*Gifts, grants or bequests in the form of real property or equipment may also be received by the District and be used for purposes designated by the donor.*

*The School Board shall not discriminate against pupils through the acceptance and administration of gifts, grants, bequests, scholarships, or any other type of aid from private agencies, organizations or persons.”*

Donor Signature \_\_\_\_\_ Date \_\_\_\_\_



RACINE UNIFIED  
SCHOOL DISTRICT

---

## Office Use Only

Principal Signature \_\_\_\_\_ Date \_\_\_\_\_

or

Superintendent  
/Designee Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please complete, print and send this form along with your donation to:**

**Racine Unified School District  
Budget & Finance Department  
ATTN: Tammy Leverich  
3109 Mt. Pleasant St  
Racine, WI 53404**