Mendocino Unified School District

Business and Noninstructional Operations

Exhibit 3290 Adopted 2/14/19

Gifts, Grants and Bequests

MUSD Grants, Donations, and Gifts Received

First and foremost, thank you for donating, gifting, or granting funds to Mendocino Unified School District. Your support of our students is greatly appreciated! In order to clarify any stipulations for the funds or to identify a specific use, this form insures that the money is allocated appropriately.

Grants, donations, and gifts will be identified in writing as one of the following based on mutual agreement between the donor and the District (check one):

_____Grant – The grantor will clearly identify any stipulations in writing before the grant is accepted.

_____Donation – The donor will clearly identify to which program or budget line item the donation should be applied.

_____Gift – The gift donor agrees that the gift can be used in any program or budget line item as per the discretion of the Superintendent or designee.

GRANT

Please list the required stipulations which must be completed in order to access the grant funds (attach additional stipulations as necessary):

✓

✓

✓

If the entire grant money is not spent, please communicate what you would like MUSD to do with excess grant funds (circle one):

Excess grant money should be returned   Excess grant money may be used for other District purposes

DONATION
Please specify to which program or budget line item the donation should be applied:
   ✓

If the entire donation is not spent for the specified purpose, please communicate what you would like MUSD to do with excess donated funds (circle one):
Excess money should be returned   Excess money may be used for other District purposes

GIFT
The gift donor agrees that the gift can be used in any program or budget line item as per discretion of the Superintendent or designee.

The signatures below indicate agreement on the type of donation and grant stipulations, if applicable.

_____   _____
Grantor or Donor   Date

_____   _____
Superintendent or Designee   Date