

BOARD OF TRUSTEES

Micah Grant, At Large
Ericka Harden, At Large
Susan Heredia, At Large
Noel Mora, Area 1
Vacant, Area 4

Robyn Castillo, Ed.D., Superintendent

RE: Charitable Donations
NUSD Tax Exempt Status
2023-24 School Year

EIN: 94-6003346

To Whom It May Concern:

Thank you for your Interest in supporting our schools. We often receive inquiries about our non-profit status. Please accept this letter as certification that the Natomas Unified School District qualifies as a not-for-profit organization. NUSD is a state educational institution, which is considered a political subdivision of the State of California. Because of this, we are considered a non-profit state entity rather than a private 501 (c)(3) non-profit organization. Donations and private grants made to our schools are tax-deductible under these statutes. For tax deduction purposes, please keep a copy of this letter as verification of a tax-deductible contribution to Natomas Unified School District along with a copy of the Gift Declaration form.

Please submit a completed Gift Declaration Form to the school office. These forms are available in the school office or on the District website under the Staff Resources Tab. Donations are formally accepted each month by the Board of Trustees based on the information provided on the Gift Declaration Form. The school office will route completed Forms to the Business Office for processing.

Please contact the Business Services office at (916) 567-5457 for additional information.

Sincerely,



William Young
Deputy Superintendent



NATOMAS UNIFIED SCHOOL DISTRICT

1901 Arena Boulevard Sacramento, CA 95834 Phone: (916) 567-5400 Fax: (916) 567-5464

GIFT DECLARATION FORM

Name: _____

Date: _____

Address: _____

PART A – CASH /CHECK DONATION

Please make check payable to school or Natomas Unified School District
(Note: Each school is legally part of Natomas Unified School District)

Please Refer to Board Policy 3290 for Guidelines

I/We wish to make a cash donation as follows:

Amount \$ _____

On behalf of _____ (Name of School)

or _____ (Name of Program)

I would like my gift to be used as follows:

Scholarship Funds	_____
Field Trip Funds	_____
Athletic Equipment	_____
Computers/Software	_____
Musical Instruments	_____
Art Supplies	_____
Library Books	_____
Other (please note)	_____

PART B – DONATION OTHER THAN CASH/CHECK

Please Refer to Board Policy 3290 for Guidelines

I/We wish to donate _____ (describe items) to
_____ (School Name); valued at \$ _____. This value was
determined by me (us), not Natomas Unified School District.

- Contact Purchasing if equipment is valued at \$500 or more (requires property tag)
- All computer/technology equipment must be preapproved by the Instructional Technology department before accepting donation

Business Office Use Only

Account Code

Please Refer to Board Policy 3290 for Guidelines

NUSD School Site Office Use:
Donation received by (NUSD Employee):

Name: _____

Title: _____

Original – Donor

COPY – Business Services (**attach check**)

COPY – Site/Program/Dept.

To request District Tax Exempt Information, please contact the School Principal or Business Services at (916) 567-5457