

**Thank you for your support!** To send in your donation, complete and return this form along with your donation. Please follow the instructions below for your donation to be processed:

- All checks must be made payable to **Kappa Alpha Theta Foundation**. DO NOT include Fraternity dues/payments, Friendship Fund contributions, or checks made payable to the Fraternity or other third party.
- All checks **must be dated and postmarked by December 31** of each year to be considered for Fraternity Grand Convention Awards and Foundation Annual Report listings and giving societies.
- Soft credits are provided for checks you've collected from individuals, fraternity/sorority chapters, businesses, or organizations other than your chapter. **Credit received for these gifts for recognition purposes is given only if you complete page 2 of this form.**
- Your chapter is encouraged to process this donation within 30 days of the fundraising event. Be sure to keep a copy of the completed form for your chapter records, as the Fraternity requires your chapter to complete a philanthropy report twice a year.

Chapter Name & College/University: \_\_\_\_\_

### Designation of Contribution to Kappa Alpha Theta Foundation

ENCLOSED ARE \_\_\_\_\_ made payable to Kappa Alpha Theta Foundation, TOTALING \$ \_\_\_\_\_.

(# of checks) (total dollar amount of checks)

The Funds should be designated as follows:

Unrestricted/Annual Fund\*: \$ \_\_\_\_\_

Restricted to National CASA: \$ \_\_\_\_\_

Restricted to Specific Fund: \$ \_\_\_\_\_ Fund Name: \_\_\_\_\_

**TOTAL CONTRIBUTIONS: \$ \_\_\_\_\_**

(Must match total dollar amount of checks)

If additional checks were collected from individuals, fraternity/sorority chapters, businesses, or other organizations, complete page 2.

*\*Gifts to the Annual Fund benefit all Kappa Alpha Theta Foundation programs including chapter and individual grants, scholarships, leadership initiatives, and chapter education. Fundraising events benefitting Kappa Alpha Theta Foundation should be advertised as such. Designation of donations must be consistent with fundraising event marketing.*

### Fundraising Event Information

Fundraising Event Name: \_\_\_\_\_ Date(s) of Event: \_\_\_\_\_

Additional beneficiaries, if applicable: \_\_\_\_\_  
*If donations were sent to a local CASA/GAL program, please specify the program's name.*

Fundraising Event Type:  Sporting Event  Food Sales/Profit Share  Concert  Carnival

Other - Please specify: \_\_\_\_\_

What was your fundraising goal? \$ \_\_\_\_\_ How much was raised? \$ \_\_\_\_\_

Is your chapter interested in writing a blog post for Theta Foundation's website about the event?  Yes  No

If yes, provide the email for whom Theta Foundation should contact: \_\_\_\_\_

### Contact Information

**By submitting this form, you affirm:** Fraternity policy was adhered to in the solicitation of these funds; and, that you did not provide donors any goods and/or services in exchange for a donation, unless you had express written consent from Kappa Alpha Theta Foundation's Executive Director and followed all IRS laws.

Submitted By: \_\_\_\_\_ Officer Title: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

