



HISD Grants Department
 4400 West 18th Street,
 Location: 3SW HMW Route 10
 Ph#: 713.556.6785 Fax#: 713.556.7023

For Grant Development Use Only	
Date Received	
Date Responded	

Attachment to Letter of Intent

Please submit this form to the Grants Department when seeking to provide a financial or other donation to the HISD in any amount. Please do not alter the formatting of this form. Please limit information to the space provided.

Donor Individual / Organization Information	
(please check one) <input type="checkbox"/> Donor Individual <input type="checkbox"/> Donor Organization Donor Name: _____ Donor Contact Name: _____ Address: _____ Contact Telephone: _____ City, State Zip _____ E-mail: _____ Tax ID #: _____	
Information on Allocation or Purpose of Gift	
Name of School/Dept. Gift Recipient: Homeless Education Office	(Please check all that apply. Complete sections as applicable) <input type="checkbox"/> Other: _____ <input type="checkbox"/> New Gift <input type="checkbox"/> Annual Gift <input type="checkbox"/> One time <input type="checkbox"/> Multiple Planned <input type="checkbox"/> Monetary <input type="checkbox"/> Technology <input type="checkbox"/> Service <input type="checkbox"/> E-Rate <input type="checkbox"/> Other Capital Grade levels to be served: <input type="checkbox"/> PK – 1 <input type="checkbox"/> 2 – 5 <input type="checkbox"/> 6-8 <input type="checkbox"/> 9-12
School/Recipient Address: 5001 Martin Luther King, Jr. Boulevard Houston, TX 77021	Value of Gift or Amount: \$ _____
Contact Name: Population to be served with gift (Check all that apply): <input type="checkbox"/> At-risk <input type="checkbox"/> SPED <input type="checkbox"/> Boys <input type="checkbox"/> Girls <input type="checkbox"/> Gifted <input type="checkbox"/> LEP <input type="checkbox"/> Low SES <input checked="" type="checkbox"/> All Homeless	
The proposed program is responsive to the following HISD Core Initiatives and Key Strategies (Check all that apply):	
Core Initiatives	Key Strategies
1 Effective Teacher in Every Classroom	<input type="checkbox"/> Useful appraisals <input type="checkbox"/> Individualized support <input type="checkbox"/> New career pathways <input type="checkbox"/> Smart recruitment
2 Effective Principal in Every School	<input type="checkbox"/> Designing and implementing a rigorous, fair principal appraisal system <input type="checkbox"/> Creating clear standards and recommended practices to guide decision making <input type="checkbox"/> Instituting stronger principal-recruiting practices <input type="checkbox"/> Implementing a more robust instructional leadership development program <input type="checkbox"/> Developing standards and supports for safe, secure, and healthy school environments
3 Rigorous Instructional Standards and Supports	<input type="checkbox"/> Providing equity in access to high-quality educational programs and instruction <input type="checkbox"/> Developing and implementing an aligned standards-based curriculum and assessment system <input type="checkbox"/> Using the Response to Intervention model districtwide to provide early, effective assistance to children with behavior issues and/or who have difficulty learning <input type="checkbox"/> Launching the Apollo 20 project to transform the lowest-performing schools <input type="checkbox"/> Implementing a comprehensive literacy program in grades pre-k through 12 <input type="checkbox"/> Implementing a comprehensive numeracy/mathematics program in grades pre-k through 12
4 Data-Driven Accountability	<input type="checkbox"/> Building better systems for collecting, retrieving, analyzing, and reporting data <input type="checkbox"/> Developing and implementing performance management tools and practices for decision-making <input type="checkbox"/> Designing effective and efficient business processes and procedures for optimization of resources and results
5 Culture of Trust through Action	<input type="checkbox"/> Fostering effective, timely, two-way internal communication to engage staff members <input type="checkbox"/> Fostering effective, timely, two-way external communication to engage parents and community members
Signatures	
I certify that the information provided accurately represents the gift. _____ School or Donor Contact's Signature	I certify that I have reviewed the Letter of Intent and Attachment to provide a gift to HISD and I agree with this donation submission. _____ Principal or Donor Organization Official's Signature
_____ Date	_____ Date
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<input type="checkbox"/> Eligible to proceed <input type="checkbox"/> Not eligible to proceed with donor gift <input type="checkbox"/> Proceed with donor gift <input type="checkbox"/> Do not proceed with donor gift Reason(s) (If not eligible): _____	
_____ Date	_____ Date
Grant Department Manager's Signature	District Level Signature