



# Lewis and Clark Community College Foundation

5800 Godfrey Road · Godfrey, IL 62035-2466 · 618-468-2011

## FUNDRAISING APPEAL FOR L&C FACULTY & STAFF

The purpose of this form is to make it easy for donors to make a decision about how they wish to support the College. If a prospective donor is someone that one of L&C's Foundation Board Members, its President or Director have a relationship with, or have recently asked for a gift, then we can work with your fundraisers on a strategy that will benefit everyone. Funds raised can flow through the foundation. Please work with the Foundation Accountant in Finance and the Foundation Assistant to set up the mechanics. Donations to both the College and the Foundation are tax-deductible. The easiest method is to have donations flow through your College account. Questions or to submit a form: Alexandria Ruiz, Foundation Assistant, 468-2011 or [aruiz@lc.edu](mailto:aruiz@lc.edu).

NAME OF CLUB, ORGANIZATION, DEPARTMENT, OR SPORT: \_\_\_\_\_  
\_\_\_\_\_

FACULTY/STAFF ADVISOR OR ORGANIZER: \_\_\_\_\_

TYPE OF FUNDRAISER PLANNED: \_\_\_\_\_

DATE(S) OF FUNDRAISER: \_\_\_\_\_ FUNDRAISING GOAL: \$ \_\_\_\_\_

PROPOSED USE OF FUNDS: \_\_\_\_\_

LIST OF PROSPECTIVE DONORS OR GROUPS OF DONORS:  
(Use additional sheet if necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signatures are required below for approval. If you are using a community group, vendor or fundraising company, additional information may be requested about them. You may wish to include some information (e.g., leadership's name and contact information, web link, copy of order form, etc.).**

\_\_\_\_\_  
L&C Faculty/Staff Advisor or Organizer

\_\_\_\_\_  
Date

\_\_\_\_\_  
L&C Director or Vice President responsible for  
club, organization, department or sport

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Development

\_\_\_\_\_  
Date