



MT. VERNON

COMMUNITY SCHOOL CORPORATION

"Engage, Educate, and Empower Today's Students"

GIFTS, GRANTS, AND DONATIONS APPROVAL FORM

Reference Policy F275

Instructions: Please complete the following form and submit it to the Business Office for review and approval.

Donor Information

- Full Name/Organization Name: Psi Iota Xi
- Contact Person (if applicable):
- Address: Alpha Chapter
- City, State, ZIP Code: Fortville, IN
- Phone Number:
- Email Address: _____

Donation Details

- Type of Donation: Monetary
- Description of Donation: Grant
- Estimated Value \$1000
- Date of Donation: 5/5/2026
- Purpose/Intended Use of Donation: For use by MVHS Theater Department

___ Please click here if the donor wishes to remain anonymous.

___ Please check here if the donor will be in attendance at the board meeting for which their donation will be accepted.

Recipient's Name: Leah Everett, Treasurer

School's Name: Mt. Vernon High School

For Office Use Only

Received By: _____

Date Received: _____

School Board Approved Date: _____



Psi Iota Xi
Alpha Phi Fortville Chapter

April 30, 2026

Mt. Vernon Community School Corporation
Attention: Theater Director
8112 North 200 West
Fortville, Indiana 46040

Re: Psi Iota Xi Donation to Mt. Vernon Theater Department

Dear Mr. Barber,

On behalf of Psi Iota Xi – Alpha Chapter of Fortville, I am pleased to share that we are donating \$1,000 to the Mt. Vernon Community School Corporation Theater Department.

This contribution is made possible through a rotating grant that our chapter has been honored to receive for the first time. We are excited to support your program and the meaningful experiences you provide to students through theater.

As part of the grant requirements, our chapter is asked to report back on how the funds are utilized. When you have a chance, we would greatly appreciate a brief summary outlining how the donation will be used. This information will help us share the impact of the grant at the Psi Iota Xi State Convention.

If you are willing, we would also welcome any photos from an upcoming production or examples of how the funds are put to use. These are always meaningful additions to our report and help tell your program's story.

You can send this information to our President, Crystal Altstadt, at crystal.altstadt@gmail.com, or to our Treasurer, Missy Quiggins, at emquiggins@aol.com.

Thank you for all that you do to support and inspire students through the arts. We are grateful for the opportunity to partner with you.

Warm regards,

Missy Quiggins, Treasurer

Psi Iota Xi – Alpha Chapter, Fortville

PSI IOTA XI SORORITY

5912

71-367/749
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4-30-2026

Date

CHECK ARMOR
FRAUD PROTECTION

Pay to the
Order of

Mt. Vernon Community School Corp. | \$ 1,000⁰⁰
one thousand & 00/100

Dollars



Photo
Safe
Deposit®
Details on back

gbc BANK

For Psi Iota Xi Rotating Grant

Mt. Vernon
Theater Dept.

Emma M. Duggins

INTOUCH® CUSTOM CREATIONS®

