



Dear teacher,

DonorsChoose.org is an online charity that lets you share your classroom needs with a thriving community eager to help. Supporters have brought teachers' ideas to life in more than half of all U.S. public schools. Full-time public school teachers can submit projects requesting materials, from pencils for poetry to microscopes for mitochondria. We also love to help teachers post projects for class trip and class visitor requests.

What does this mean for you? You can create an account at DonorsChoose.org and submit a project requesting funding for a trip or visitor project. If you have used our site in the past and have 4 or more points in your account, then you are also able to submit a trip project for over \$1200.

Throughout this process, I will be your go-to resource for all things class trip and class visitor. In order to contact me directly, you can go to our [Contact Form](#) and select "Submitting a Project Request" followed by "I want to submit a Class Trip or Visitor request...". Those emails come straight to my inbox. At the bottom of this letter I have also included the answers to some questions you may already want to ask.

Ready? Head to our [website](#) and get started!

Sincerely,

Laura Akkapeddi, Director of Special Projects  
DonorsChoose.org

[Am I eligible to set up an account and submit a project?](#)

[How do I set up a teacher account?](#)

[What materials can I request through DonorsChoose.org?](#)

[How do I earn, spend, or lose points?](#)