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**Parent Teacher Association**

January 2021

To Community Business Owner,

I am writing to you on behalf of the Flora M. Singer Elementary School PTA to request a donation for the upcoming Flora M. Singer Elementary School Virtual Auction, which will be held on Friday, April 9, 2021.

Money raised at this event will provide funding for a variety of programs helping children in the Flora Singer Community. Currently, more than 40% of the children that attend Singer are eligible to receive free and reduced meals (FARMS). Many families within the community have also been negatively impacted by the pandemic in the form of unemployment, underemployment, food insecurity, loss of childcare, unanticipated healthcare costs and the like. Since the start of the pandemic, the Singer PTA has been forced to cancel numerous in-person fundraising events in order to comply with social distancing requirements, significantly limiting our ability to raise these important funds.

Last year we raised over $16,000 through our virtual auction, but we can only do that with donations from businesses like yours! We understand that many businesses have been negatively impacted by the economic downturn related to the COVID-19 pandemic and we greatly appreciate any donation you can offer. This year, your donation can make an even greater impact on our ability to support students in need! In recognition of your generosity we will list your contribution as a partner in our promotional materials as well as through social media, reaching the families of 600 students enrolled in our school.

If you are able to make a donation, please complete the attached auction donation form and return it to me or email it to LisaJWhite33@gmail.com. I can also be reached at 202-441-9548, and I would be happy to come and pick up your donation.

Our tax ID number is 80-0823727. Feel free to visit our website to learn more about our organization – [www.singerpta.net](http://www.singerpta.net). On behalf of the students, parents, and faculty of Flora M. Singer, we thank you for your time and consideration.

Sincerely,

Lisa White

Parent Volunteer

**Flora M. Singer Elementary School**