

**Business Resource Assessment**

Partnerships are long-term relationships, not one-time events, in which the activities of the partnership are individually negotiated with the school and support the school's School Improvement Plan. This form is intended to help you think through the resources (human and financial) that your business may offer a school.

Name of Business/Organization: \_\_\_\_\_

Address, City, Zip: \_\_\_\_\_

Person Completing Form: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Please check as many boxes as apply.

**Is there a preference for a specific school level or population?**

- Elementary
- Middle
- High
- Technical Center
- Special Student Center

**Human Recourses**

**Is employee release time available to the partnership? If yes,**

1. How many employees are available to participate? \_\_\_\_\_
2. Are employees paid for volunteering during workday?  Yes  No
3. Are there a specific number of hours that employees may donate each week or month?  
If yes, state number: \_\_\_\_\_
4. What time of day (during school day) are employees available?  
\_\_\_\_\_
5. Is there a blackout on certain days of the week? If so, when?  
\_\_\_\_\_

**Is there a particular area of interest?**

- Reading
- Math
- Science Technology
- Special Education
- Social Studies
- Fine Arts
- Foreign Language
- Drop Out Prevention
- Language Arts/English
- Economics
- Other: \_\_\_\_\_

**Activities of interest**

- Tutors
- Mentors
- Classroom speakers
- Classroom assistance
- Field Trip/Shadowing opportunities
- Internships
- Special event sponsorship
- Provide incentives for motivation of students
- Staff development
- Curriculum enrichment
- Serve on School Advisory Forum
- Other, please specify \_\_\_\_\_

**Financial Resource (Cash and In-kind)**

***Are financial resources available to the partnership?***

- If yes, approximately how much?

\_\_\_\_\_

- Do schools need to apply for financial resources through corporate headquarters?  
 Yes    No

***Are In-kind resources available to the partnership?***

- If yes, what and approximately how much? (For example, can you donate food, clothing, computers, school supplies, or books?)

\_\_\_\_\_

- Is an incentive coupon available? If so, provide the school with a realistic forecast of the type and number of coupons available per year? \_\_\_\_\_

\_\_\_\_\_

Has your incentive program been approved by the Superintendent's Screening Committee?  Yes    No

**Note: To provide incentive coupons, you must first submit an application through the Superintendent's Screening Committee to insure that your program meets district guidelines.**

**If your proposed partnership consists solely of incentives, you do not need to complete the Business Resource Assessment. Apply directly through the Superintendent's Screening Committee.**

For guidelines and an application, go to [www.getinvolvedineducation.com/screening](http://www.getinvolvedineducation.com/screening).

***What activities are of interest to you to receive in return for your partnership?***

- Thank you letters to employees, preferably from students.  
 Student art to display at work site.  
 Articles about partnership in school newsletter and media releases.  
 Invitation to attend PTA/PTO meetings and other school events.  
 Other:

\_\_\_\_\_

**The following programs are not part of the Partners In Education Business Resource Assessment process:**

- Fundraisers that require parents to spend money at your place of business.
- One-time or short-term scholarships to fee-based activities.
- Distribution of flyers for products or services