

## How to participate:

- 1. Fill out the attached contact information form.
- 2. Make a flier detailing your company's offer (see attached for example)

## Flier must contain:

- a. Audience (choose from the distribution example below).
- b. A code to identify our clients (e.g. EDU1, MDCPS2)
- c. The amount of the donation Example:
  - "5% of the proceeds donated to the Foundation for New Education Initiatives in support of Miami-Dade County Public Schools" Or
  - "Lemon Tree Inn will donate \$10 to the Foundation for New Education Initiatives in support of Miami-Dade County Public Schools for every twonight stay"
- d. Expiration Date (optional)

## **Distribution:**

Audience	Distribution	Process
1. Employees	50,000	Emailed once per month and posted on
		Employee Portal
2. Employees &	400,000	Emailed once per month and posted on
Families		Employee Portal & Parent Portal
3. Employees,	Over ½ million	Emailed once per month and posted on
Families & Friends		Employee Portal, Parent Portal &
		Partner Constant Contact
		Flier will also be displayed at
		http://marketplace.dadeschools.net

**3.** Email the contact information from and the flier to: <a href="dventurini@dadeschools.net">dventurini@dadeschools.net</a> for approval.