**Tips:**

* Approach companies that hire STEM professionals and are interested in developing the next generation of recruits.
* Approach corporations that could provide technical mentors to work with the students.
* Get a head start by finding connections within the company – a student’s parent, a PTO member, or other community member.
* Research a corporation’s community affairs team, which typically handle community outreach. Are they already supporting similar programs?
* Write an open letter on the companies’ social media sites or your local newspaper, asking for donations/funding/support.

Date

To Whom It May Concern:

I am writing to request a donation from corporation name to support after-school competitions using LEGO® Education tools at school and/or district.

Our school is constantly looking for enriching and robust learning programs to provide a one-of-a-kind experience for our students. We would like to request funding to begin a *FIRST®*LEGO® League (FLL) program at XYZ. The program has been shown to encourage children’s interest in science, technology, and engineering through a real-world challenge – to be solved by research, critical thinking, and imagination. The program also partners with LEGO Education to provide hands-on solutions to engage the children in the activities. Better yet, *FIRST* is a program that grows with students. Beyond *FIRST* LEGO League, there are additional programs that grow more challenging for the students but continue to engage them to build their technical skills along with teamwork and communication.

*FIRST* has outlined the program nicely so we would just need funding to support buying the LEGO Education products and the team registration fee. Based on how teams are formed, we have many options and could even partner with some of the after-school programs that already meet such as the Boy and Girl Scouts. Below is additional information about the program and outlines how it works:

Students ages 9-14 get to:

* Design, build, test, and program robots using LEGO® MINDSTORMS® technology.
* Apply real-world math and science concepts.
* Research challenges facing today’s scientists.
* Learn critical-thinking, team-building, and presentation skills.
* Participate in tournaments and celebrations.
* Program Age Group: Children ages 9-14 in the US
* Mentor Commitment Time: 1-4 hours per week

What FLL teams accomplish is nothing short of amazing. It’s fun. It’s exciting. And the skills they learn will last a lifetime. We would like to request funding to support \_\_\_\_\_\_ teams for the 2014 competition season which opens in August 2014. We are requesting \_\_\_\_\_\_\_\_\_ to help fund this program. Also, please see this *FIRST* video that shows the excitement of the FLL Challenge. Include link

Thank you for considering our request. If you have questions, please contact me at XXX.

Best regards –