

### Ocean Discovery Donation Guidelines:

1. All items should be new or gently used.
2. Items should be provided in bulk whenever possible.
3. Donations should reflect the organizational needs identified below.
  - A. Office / Facility Supplies
    - a. **Examples:** boxes of copy paper, chart paper, mechanical pencils, Sharpies, dry erase markers, gallons of laundry detergent, gallons of vinegar, gallons of dish soap
  - B. Programmatic / Scientific Supplies
    - b. **Examples:** non-latex gloves, dissection supplies, microscopes
  - C. Outdoor Supplies
    - c. **Examples:** wetsuits, snorkels, masks, fins, backpacks, 4 person tents
  - D. Gala Auctions Items
    - a. Opportunity Drawing: experiences, trips, technology, art, gift certificates all at a value of \$100-\$2,000. **Examples:** Gift certificate to a local spa valued at \$500, 2 night stay in Napa
    - b. Live Auction: one-of-a-kind experiences, trips, etc. (all at a value greater than \$2,500). **Examples:** Dinner for 10 prepared by a local Chef with wine pairings, week stay for 4 at a great vacation destination (beach, mountains, etc.)
4. All donations should be coordinated through MacKenzie Sandy ([msandy@oceandi.org](mailto:msandy@oceandi.org)). For questions about your donation, contact MacKenzie Sandy.