

How to Apply to DonorsChoose for Classroom Funding

Use DonorsChoose to fund tools like C-Pens from Scanning Pens—helping students read independently and confidently. This quick guide shows you how to get started.

Step 1: Check Eligibility

- Must be a **full-time teacher** at a U.S. public or charter school.
- Must work **directly with students** at least 75% of the time.

Step 2: Create Your DonorsChoose Account

- Visit donorschoose.org/teachers
- Register with your **school email** and verify your teaching role.



Step 3: Start a Project

1. Log in and click “+ Create a Project”
2. Choose “Classroom Project”
3. Select your **grade level**, number of students, and subject area.
4. **Shop for materials** (e.g., Scanning Pens) or request a virtual experience.
 - a. In the “What” section, use the search bar to look for “C-Pen” or a specific model.
 - b. If it doesn't appear in the DonorsChoose search, shop directly through Amazon Business, then transfer your cart back to DonorsChoose.
5. Write a compelling **project title** and **impact essay** explaining how the tools will help your students.

Step 4: Maximize Your Funding Potential

- Keep your project under **\$600** for better funding odds.
- Look for **match offers** to double donations.
- Share your project with **friends, family, and social media**.



Step 5: Submit & Share

- Review and submit your project.
- Use your **pre-funding link** to start collecting donations while your project is under review.

Step 6: After Funding

- Submit **thank-you notes** and an **impact letter**.
- Earn points to unlock **special requests** (e.g., for non-listed vendors).

Contact your Scanning Pens representative for further assistance!