

CLOUD COUNTY COMMUNITY COLLEGE

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TOPIC: Solicitation of Funds - Procedures

Policy Number:  
F1

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Soliciting Funds from College Personnel or Students

There will be no solicitation by salesmen or agencies on college property without permission of the President or his/her designee. This procedure does not preclude salesmen who represent educational materials, services and supplies from visiting with College personnel.

Fundraising

All fundraising activities are conducted to help fulfill the mission of the college. Fundraising includes three basic practices: (1) the solicitation of funds for program-related and student activities; (2) obtaining donated equipment and monetary contributions from various organizations; and (3) fundraising through the College Foundation.

All program-related and student fundraising activities must be supported by a student organization and approved by the President or his/her designee. The Request for Fundraising Activity form should be submitted for approval of these activities, with the original signed forms kept in the Foundation Office.

Occasionally monetary contributions or equipment are made on an unsolicited basis. The President must approve acceptance of these contributions. Such contributions must be included in the college's financial records and are subject to the state auditing process.

The Cloud County Community College Foundation was created to strengthen and contribute to the academic and physical growth of the college by providing a means of receiving and administering gifts on behalf of the college. The Foundation's Board of Directors is charged with managing resources and determining appropriateness of gifts. One member of the Board of Trustees is a voting member of the Foundation's Board of Directors, and the President of the College is an ex-officio member.

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Adopted:	Revised	Reviewed	Revised/Reviewed	Revised/Reviewed	Revised/Reviewed
6/26/12	7/21/20	11/14/23			

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