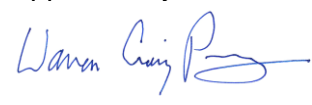


COASTAL ALABAMA COMMUNITY COLLEGE			
Policies and Procedures Manual			
Title:	Foundation		Approved by:
Insert:	11.01	Date:	04/01/2022
Replace:		Date:	06/01/2023
Reviewed:		Date:	06/01/2023
Remove:		Date:	



POLICY / PURPOSE:

It is the policy of Coastal Alabama Community College to ensure that Coastal Alabama Community College’s Foundation provides access to higher education for our community in compliance with Alabama Community College System (ACCS) [Board Policy 213.01](#).

SCOPE:

This policy applies to all Coastal Alabama Community College students and employees during any activity involving the College, including the workday. In addition, visitors, vendors, contractors, and all other non-employees may be expected to recognize and comply with College policies.

DEFINITIONS:


Fundraising: For the purpose of this policy, fundraising at Coastal Alabama Community College is considered to be any organized activity or instance of soliciting donations, whether they are in the form of equipment, materials, supplies, services, in-kind contributions, cash, or pledges

DETAILS:

1. **Foundation:** Donations to the Foundation supports educational programs and initiatives that advance the quality and accessibility of our institution, and our ability to respond quickly to emerging priorities. The Foundations operate under the administration of the Foundation Boards as a separate 501 (c) (3) organization and is the primary receiving point for gifts made to the College.
2. **Acceptance of Gifts:** The Foundation solicits and receives donations that further its mission.
 - a. The Foundation Treasurer accepts all gifts on behalf of the Foundation.
 - b. No gifts are accepted under terms which violate federal or state law or College policy.
3. **Fundraising:** When approving fundraising activities, consideration will be given to supporting projects that are consistent with the mission of the College and limiting the potential diversion of funds to projects. Refer to ACCS [Board Policy 213.01](#).

PROCEDURE(S):

1. The Foundation Treasurer accepts the gift on behalf of the Foundation.
2. The Foundation Treasurer contacts the organization that provided the gift and explains the College’s policy regarding acceptance of gifts to employees and/or provides the donor with acknowledgment of receipt on behalf of the Foundation.

COASTAL ALABAMA COMMUNITY COLLEGE			
Policies and Procedures Manual			
Title:	<u>Foundation</u>		Approved by: 
Insert:	11.01	Date: 04/01/2022	
Replace:		Date: 06/01/2023	
Reviewed:		Date: 06/01/2023	
Remove:		Date:	

ADDITIONAL PROVISIONS/INFORMATION:

There are no additional provisions/information applicable to this policy.