



POLICY TITLE	Fund-Raising Coordination	Policy Number	231
Section	Financial Affairs and Development	Approval Date	June 8, 2006
Subsection	Development	Effective Date	June 8, 2006
Responsible Office	Office the Vice President of Development and Alumni Relations		

1.0 PURPOSE

2.0 REFERENCES

3.0 DEFINITIONS

3.1 Fund-raising: Any and all activities designed or intended to result in charitable donations to the University, regardless of sponsor.

3.2 Fund-raising activities: Include but are not limited to cultivation activities, name clearance, alumni activities, introduction of new programs, solicitation, processing of gifts, preparation of promotional materials, and public announcements of gifts.

4.0 POLICY

4.1 The Utah Valley University Foundation, Inc., and the Division of Development and Alumni of Utah Valley University will be the only official agencies empowered to cultivate, solicit, receive, and process charitable gifts for the University. The Foundation and the Division of Development and Alumni are the only agencies responsible to authorize and coordinate charitable fund raising in behalf of the university unless otherwise authorized. No university personnel or students are authorized to conduct charitable fund-raising activities on behalf of the University without the full knowledge and prior approval of the Division of Development and Alumni.

5.0 PROCEDURES

POLICY HISTORY		
Date of Last Action	Action Taken	Authorizing Entity



UTAH VALLEY UNIVERSITY

Policies and Procedures
