

APPROPRIATIONS AND REVENUE SOURCES
GRANTS, FUNDS, DONATIONS FROM PRIVATE SOURCES

CAM
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GIFTS

It shall be the responsibility of the College President to develop appropriate procedures for the handling of gifts, bequests, and donations for the College District. The College President or designee shall be responsible for discussions and negotiations with prospective donors regarding gifts to the College District and has the authority to accept gifts and donations on behalf of the Board. No other employee of the College District shall have the authority to accept or agree to accept any gift or donation, except as provided for in the Galveston College Foundation.

All bequests of property for the benefit of the College District shall vest the property in the College District under control of the Board. When not specified by the grantor, funds or other property donated, or the income therefrom, may be expended in any manner authorized by the Board in accordance with the laws of the state of Texas and in the best interest of the College District. The College President may also consult with the Board regarding the acceptance of gifts and donations including donor, value, form, and restrictions.

The Board may transfer the gift or asset to a legally constituted nonprofit support corporation as long as:

1. The nonprofit corporation is legally constituted to serve as a singular support entity for the College District;
2. The nonprofit corporation maintains bylaws with a remainder clause stating that all assets of the corporation revert to the College District in the case of dissolution of the corporation; and
3. The conditions of the gift or asset do not restrict such a transfer.

The College District shall not accept gifts that discriminate against any person on the grounds of sex, race, color, religion, national origin, or disability.

GRANT FUNDS

The College District participates in externally funded grants and contracts in an effort to upgrade and improve existing programs, initiate new programs, and provide supplemental services that support the stated purposes of the institution. In all instances, the institution shall maintain control of its own activities. The continuity of all institutional activities shall not be endangered by grants and/or contracts. Grants and contracts shall be for a designated length of time, and extreme care shall be exercised to ensure that the institution does not become dependent on such funds in any manner.

Salaries from grants and contracts shall be based on established College District salary and staffing policies. The supervision and

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control of grant and contract projects shall be assigned to division of obligations carefully monitored by the appropriate College District administrative unit.

Purchases from grant funds shall be made in accordance with the College District's policies and procedures on purchasing unless the grant-governing document specifies more restrictive procedures. It is the responsibility of the grant manager to notify the business office of special purchasing limitations or requirements and to certify on the purchase requisition compliance with any special requirements. [See CF]

FUND RAISING

1. All fund-raising activities and publications must be approved in advance by the President or the President's designee.
2. Reports of all fund-raising activities must be submitted to the Development Office. Reports should include the name of the activity, the names of donors, and the amount of monies/pledges collected.
3. Persons involved in fund-raising activities shall adhere to the principle that all donor and prospect information created by, or on behalf of Galveston College is the property of Galveston College and shall not be transferred or removed.
4. Persons representing Galveston College in fund-raising activities shall not disclose privileged information to unauthorized parties and shall keep constituent information confidential.
5. Galveston College student clubs or organizations raising funds on or off campus shall follow any additional guidelines that have been established by the President or the President's designee.