

## 70.5 Organizational Fund Raising Projects

- 70-5-1 Purpose
- 70-5-2 Policy
- 70-5-3 Administration
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**1. Purpose.** The purpose of these policies and procedures is to set forth the guidelines for student organizational fund raising at Eastern New Mexico University-Roswell (ENMU-Roswell).

**2. Policy.** All fund raising projects shall be legal, and the type of events shall reflect favorably upon the organization and ENMU-Roswell.

The foregoing purposes and policies are implemented by the following:

### PROCEDURES

**3. Administration.** The Vice President for Student Affairs shall administer these policies and procedures.

**4. Approval/Scheduling.** Student fundraising projects must be scheduled through the Club Sponsor/Advisor and then approved by the Vice President for Student Affairs.

The following conditions should be tentatively considered by the organization prior to seeking approval:

A. Projects must be scheduled one week prior to the activity and before any financial commitment is made. Provide the following information:

1. The type of activity.
2. Purpose of activity.
3. Location, date and time of activity.
4. The number of fundraising activities by the requestor during the academic year.

B. Approval by the Vice President for Student Affairs for instructional activities.

C. Approval by the organization's sponsor and/or advisor.

D. Approval by other areas involved – Great Western Dining, Academics, Campus Security, etc.

**5. Exceptions.** "Ticket Sales" relating to solicitations of donations will not be approved as fundraising projects. Projects of a service nature to ENMU-Roswell or community are recommended. In all cases, fundraising projects must be legal and the type of event should reflect favorably upon the organization and ENMU-Roswell.