

**CAL POLY HUMBOLDT
University Senate**

Resolution on Recommend Approval of the Revised Fundraising Policy

XX-20/21-UPC — April 28, 2026 — First Reading

RESOLVED: That the University Policies Committee, University Senate of Cal Poly Humboldt recommends to the President that the revised Fundraising Policy, administered by University Advancement, be approved as presented; and be it further,

RESOLVED: That the revised policy aligns with systemwide requirements under ICSUAM 15701.00 by clearly establishing authority for fundraising oversight within University Advancement and affirming the role of the Vice President for University Advancement in approving fundraising activities.

RESOLVED: That the policy establishes clearer definitions of fundraising activities, including fundraising events, charitable solicitations, and charitable sponsorships; and

RESOLVED: That the revised Fundraising Policy removes procedural and operational details better maintained outside of the policy.

Fundraising Policy

DAR 11-08

Office of University Advancement

[POLICY ON POLICIES](#)

Applies to: Faculty, staff, student employees, and students

Purpose of the Policy

According to ICSUAM 15701.00, each campus is required to develop written procedures for approving fundraising activities. This authority is delegated to the Chief Advancement Officer, which at Cal Poly Humboldt is the Vice President for University Advancement. The purpose of this policy is to define fundraising and fundraising events and to reference the current approval procedures.

Policy Details

University Advancement is responsible for overseeing fundraising and charitable giving at Cal Poly Humboldt. The Vice President for University Advancement is delegated authority to accept gifts on behalf of the University. All gifts are accepted through the Cal Poly Humboldt Foundation, a separate 501(c)(3) organization. Fundraising events, charitable solicitations, and sponsorship requests must be approved in advance by University Advancement.

Definitions

Fundraising Event – An event conducted for the sole or primary purpose of raising charitable funds, where participants may make a charitable contribution and/or pay the fair market value for goods or services. Examples include dinners, dances, door-to-door sales, concerts, carnivals, golf tournaments, auctions, casino nights, and similar activities.

Fundraising events do not include:

- Activities substantially related to the CSU's educational purpose, including those that receive sponsorship
- Unrelated trade or business activities that generate fees for service
- Raffles in which prizes have only nominal value and do not require reporting as taxable income (giveaways)

Charitable Solicitation – Any request for money, property, or other donations made to the public, groups, or individuals.

Charitable Sponsorship – A mutually beneficial arrangement in which a business or individual provides money, goods, or services to a nonprofit organization in exchange for marketing benefits, brand recognition, or public acknowledgment. Sponsorships typically involve a contractual agreement (e.g., logo placement at events).

Definitions are defined by Section 501(c)(3) of the Internal Revenue Code.

Procedures

Fundraising activities require coordination across multiple campus departments. Detailed procedures and guidelines are maintained by University Advancement can be [found here](#).

Related Policies

[CSU Fundraising Event Policy](#)

[Cal Poly Humboldt Foundation Gift Acceptance Policy](#)

[Charitable Contribution Acceptance Policy](#)

Expiration Date *(if any; optional)*

History *(required)*

All changes must be listed chronologically in the format below, including all edits and reviews. Note when the policy name or number changes. Note if an edit or revision date is exclusively for the policy section or the procedure section:

Issued: MM/DD/YYYY

Revised: MM/DD/YYYY

Edited: MM/DD/YYYY

Reviewed: MM/DD/YYYY

Updated: March 8, 2018