ASCBC Fund Raising & Donation Seeking Approval Form

Information for Fundraisers: The CBC administration recognizes the need for certain fund raising activities and generally supports such creative efforts. It is important, however, that the administration and Foundation be aware of all fundraising activities, so that we can avoid duplication of contacts with the public.

Name of group requesting approval: _____

Brief description of fundraising or donation seeking activity:

Will you be using existing funds from your current account(s) for this donation seeking/fund raising activity? ☐ Yes ☐ No

How will raised funds be used?

Will the collected funds be placed in the club operational account, club fundraised account or a foundation account? _

Dates of Fundraising: _____

What population, business, person, or group will you target for raising funds/donations? You may attach a separate list if desired. Type "see separate list" into this area.

Fund raising/Donation goal: $_____

Describe any college resources needed:

<u>There will be a waiting period in order to gain approval from the College Foundation office.</u>

Signatures for approval:

Advisor: _____ **Date** _____

Student Success & Engagement: _____ **Date** _____

Dir. Of Foundation Fund Development: _____ **Date** _____

Columbia Basin College complies with the spirit and letter of state and federal laws, regulations and executive orders pertaining to civil rights, equal opportunity and affirmative action. CBC does not discriminate on the basis of sex, race, color, national origin, religion, age, marital status, physical, mental or sensory disability, sexual orientation or Vietnam veteran status in its educational programs or employment. Questions may be referred to Camilla Glatt, Vice President for Human Resources & Legal Affairs, (509) 542-5548.

Individuals with disabilities are encouraged to participate in all college sponsored events and programs. If you have a disability and require an accommodation, please contact the CBC Resource Center, (509) 542-4412, or TTY/TDD at 542-0400. This notice is available in alternative media by request.