

# Arkansas State University - Jonesboro

---

**Effective Date: 07/01/91**

**Number: 06-05**

**Section: University Advancement**

**Subject: Coordination of Appeals for Private Funds**

---

The Office of Development, under the direction of University Advancement, is responsible for coordinating all University faculty and staff activities to secure gifts and grants from the private sector. The private sector is defined as all individuals (including alumni, faculty and staff and friends), all corporations, corporate foundations and private foundations. Solicitation of the above funding sources must be coordinated in advance with the Development Office.

Activities to be coordinated through the Office of Development include:

1. Annual alumni fund-raising campaigns.
2. Establishment of an "associates," "friends," "advisory council" and similar programs designed to solicit financial support.
3. Special fund-raising efforts appealing to various university constituencies regarding scholarships, memorial funds, fellowships, professorships, endowed chairs, etc.
4. Requests to private sources for the funding of new or existing academic programs.
5. All other similar programs to raise funds in the private sector.

Exceptions to this policy include fellowships from private foundations and contracts with corporations whereby a proprietary product results. The Office of Organized Research is responsible for clearance/processing of all proposals to governmental (or quasi-governmental) funding sources.

Revised 06/30/13.