SOLICITATION AND FUNDRAISING

Policies and Regulations

Use of University facilities or grounds for fund raising must be approved by the Office of Student Activities and Organizations. Requests for approval must be submitted to the Office of Student Activities and Organizations. Fundraising as it pertains to student organizations is defined as the on-campus seeking of funds or support by a student group from sources other than its members, including the procurement of supplies and other forms of support; the selling or distribution of items, materials, products, or services; and the sponsorship of events where admission is charged. The distribution by student organizations of materials or commercial publications not protected by the First Amendment must also be approved.

I. To be approved, proposed student organization fundraising projects must comply with the following guidelines:

- Projects may not in any way interfere with normal academic programs or functions.
- Requests should be submitted to the Office of Student Activities at least five (5) business days prior to the proposed event. The appropriate form is located on the University of Georgia Involvement Network and the stuorgs.uga.edu website.
- The proposed fundraising project must not interfere with existing University-operated services or contracts.
  - Projects involving the sale or distribution of a commercially prepared product or service, or a product or service that may be available through an existing University-operated service or through a University contract with a commercial vendor, may be subject to the policy “Operation of Business Enterprises on Campus,” Attachment A to The University of Georgia Solicitation Policy, and must not violate related state laws and local ordinances.
- Priority for requests will be given to fundraising activities that are:
  a.) educational in nature or directly related to the curriculum,
  b.) for philanthropic purposes, or
  c.) for the benefit of a large segment of the University population.
- Fundraising requests will not be granted for the personal benefit of an individual.
- Accounting Procedures: A contract, if applicable, may not be signed by an organization for a fund raising activity conducted on campus until it has been approved.
- A separate request must be submitted for every fund raising activity.
- Activities involving student organization fund raising or other projects covered by these guidelines are subject to the following:
  a.) Door-to-door residence hall contact is prohibited.
  b.) Use of the campus mail service is prohibited.
  c.) Fundraising is not permitted in buildings and other closed areas. Fundraising may be conducted only in such open areas.
  d.) An organization may not use coercive acts that might intimidate those persons from whom support is sought.
  e.) Posters may be placed on approved outside billboards. These areas do not include waste receptacles, entrances to buildings, telephone poles, etc. Posters may be placed on bulletin boards within a building only after permission has been received from the office responsible for the bulletin board.

II. Fundraising activities by a registered University of Georgia student organization for political, religious, or public issue purposes that do not involve the sale of a product shall be regulated only as to time, place, and manner in the following ways:

- Such fundraising activities may be conducted at a stand, table, or booth at the Tate Student Center as designated by the Office of Student Activities and Organizations with space permission given by Campus Reservations Events and Technical Services (CRETS).
- Fundraising activities shall not be conducted in offices, classrooms, corridors, food facilities, and other buildings or open areas of the campus.
- An organization shall not use coercive acts that might intimidate those persons from whom support is sought.
- Willful failure to comply with these rules will be grounds for denial of future requests to use the Tate Student Center.
- NOTE: The Athens/Clarke Commission must approve all street closings for fund raising events such as street dances, road races, or any other activity taking place on city streets. The request should be forwarded to the Council 45 days before the event. Persons making the request should consult the Athens Police Department prior to submitting.

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