



HAVERFORD COLLEGE

INSTITUTIONAL ADVANCEMENT

Student Fundraising Policies

Most student and student organization fundraising is covered by the Business Venture Policy in the Students Guide. The Policy covers those instances when students are selling on campus for clubs, organizations, and athletics. They may sell items and services to raise funds for student clubs, campus organizations, and/or athletic teams. Examples of this type of fundraising include: selling program ads to local businesses; running concessions at athletic games; organizing sports or other clinics for the local community; selling items to raise funds for a specific project; and raising funds through events such as a bake sale or car wash. The application process for this type of fundraising is covered in Section F of the Business Venture Policy. Any questions about these activities or others including student-initiated entrepreneurial/investment opportunities may be directed to the Vice President for Finance and Administration.

Student Fundraising for a Haverford College Program, Department or Project

The Vice President of Institutional Advancement (VPIA) oversees all other student fundraising efforts for College programs that are not covered in the Students' Business Venture Policy. Because Haverford is so small compared to its larger peers, we work hard to ensure that alumni, parents, friends, and students relate to the institution as a whole and to understand that their first and foremost fundamental philanthropic relationship with the College is through annual giving either through unrestricted or restricted support.

We actively seek gifts to annual giving as well as gifts to the endowment that bring College priorities to life. Because more than 50 percent of our operating budget goes to salaries and almost 20 percent to financial aid, gifts to current funds help us continue to assemble superb scholar-teachers who invite students into their intellectual lives and who help to sustain our unique Haverford community and its values. These gifts also help us eliminate barriers so that we may invite the very best students to join our community regardless of their ability to pay.

Any fundraising by students or student organizations that is not for annual giving or a College-designated priority as defined by the Board of Managers, requires the VPIA's approval. Please send an overview of the proposed fundraising project to the VPIA's office for review.

Student Fundraising on Behalf of Other Organizations

Requests to raise funds for other organizations outside the College are sent [via web form](#) to Student Engagement in the Dean's Office for review. If there is already an on-campus student group that supports a similar, affiliated cause, the Dean's Office will inform the student about the group and ask them to work with that group.

Please allow at least one week for the request to be reviewed prior to any proposed fundraising. The web form application includes the name(s) of applicants, description of proposed fundraising, the proposed organization's name, employer identification number and official web site address, as well as the proposed fundraising method(s) and dates. There are also basic questions about the organization's programs, their audience, and effectiveness. The web request form provides links to philanthropy resources include Charity Navigator, GuideStar, and The Foundation Center. The Dean's Office decision to approve or not approve the request, will be based on several considerations including the organization's tax-exempt status and the Institutional Advancement staff verification of its purpose and programs through another source (not its own web site) such as Charity Navigator, Guidestar, or The Foundation Center. The information provided will be reviewed by the Dean's and Institutional Advancement Offices.

If the application is approved, students who undertake the fundraiser are responsible for all auditing, reporting and other requirements when collecting money directly from individuals. Students take full responsibility for ensuring that the money entrusted to them by others is given to the organization as described when the funds were solicited. Please note that the College cannot accept checks or credit card donations on behalf of another organization, nor can students use their student bookstore/One Card account to make gifts to other charitable organizations. The College cannot issue tax receipts for such donations. Any checks collected must be made payable to the organization, and all proceeds raised must be sent directly to the organization. If collecting cash for an organization, please make sure that the organization allows such gifts of currency and that money is kept in a safe, secure location.

The College does not provide contact information for alumni, parents, and friends, and direct solicitation of these College constituents is not allowed.

Methods of Fundraising

Sometimes organizations require specific items or a specific type of expertise (ex: statistical analysis of past programs or creation of a strategic business plan). You may be able to help in non-monetary ways as well if you contact the organization.

Virtual

Create crowdsourcing page for the organization; personal "goal-a-thon" page
GoFundMe, etc.

Requesting Donations "a la carte"

Tabling in Dining Center

Collecting an item either to sell or donate to the organization:

Book Drive

Gently used clothing, outerwear, shoes, etc.

Selling an item(s) and sending proceeds to organization:

Bake Sale

Auction

Flowers

Candy Sale

Food: Pretzels, cookies, cakes (see bake sale above)

Wrist bracelets

Events – that charge a fee to participate:

Walk-a-thon

Dance-a-thon

Host a Food Truck

Car Wash

Fall Fest

Concert

Other Performances