

3341-2-14 Fundraising, Solicitation, and Sales Rules for Recognized Student Organizations.

Applicability	All University units
Responsible Unit	Student Engagement
Policy Administrator	Director of Student Engagement

(A) Policy Statement and Purpose

The purpose is to articulate under what circumstances it is permissible for recognized student organizations to fundraise as well as under what circumstances anyone may solicit and sell items on campus.

(B) Policy**(1) Jurisdiction (Recognized campus organizations)**

- (a) Campus regulations will permit fundraising by recognized student organizations. Recognized student organizations may use some university facilities without charge to host non-commercial events which raise funds for educational or public service purposes.
- (b) Funds raised from the general university population shall be for the non-profit use of the sponsoring organization.
- (c) Recognized student organizations shall work with Student Engagement, who will work in consultation with University Advancement, to keep accurate records of funds raised and spent, available upon request for inspection or audit. If an audit is required, it may be ordered at the organization's expense.
- (d) Subject to special regulations concerning time, place and manner of public expression, a recognized student

organization may in outdoor discussion areas and at meetings: sell materials related to the purpose of the organization, collect dues, initiation fees, donations and admissions charges for events. In addition, recognized student organizations may solicit funds in announcements and/or advertisements. Any postings by recognized student organizations must comply with BGSU's Postings by Students Policy, 3341-2-2.

- (e) Recognized student organizations may conduct raffles in accordance with the laws of the state of Ohio. All 50/50 raffles or those with direct cash payout are prohibited for student organizations.
- (f) Recognized student organizations may not offer a direct cash or cash-equivalent prizes or payout, including instances of "split-the-pot" or cash equivalent loaded card (MasterCard, Visa, etc.)
- (g) Recognized student organizations are not permitted to coordinate or support the sale or processing of applications for credit cards on campus.
- (h) The facility manager may require student organizations to utilize a contract or vendor agreement for outside vendors and receive a percentage of sales, a commission, or a combination of both.

(2) Fundraising by non-university organizations

Any external organization seeking to raise funds for the benefit of an external organization must possess a current tax-exempt certificate from the Internal Revenue Service. Prior approval for fundraising on campus must be obtained in advance by the facility manager. Organizations must keep current accurate records of funds raised and spent. These records must be available upon request for inspection or audit. If an audit is required, it may be ordered at the organization's expense.

(3) Solicitations and Sales

- (a) Solicitation is defined as any activity designed to advertise, promote or sell any product or commercial service.
- (b) Solicitation in university residences is not permitted. Advertising signs, posters and fliers may not be distributed in university residences.
- (c) Recognized student organizations may not solicit on campus without obtaining permission from the facility manager. Individuals who collect applications for commercial purposes are restricted from soliciting said applications on campus. An activity that violates university policies or local, state and/or federal laws is forbidden.
- (d) If authorized, solicitations are permitted in university buildings, except for Falcon Outfitters located within the Bowen-Thompson Student Union, where merchandise is sold under the regulations established by management.

Registered Date: September 9, 2022

Equity Impact Statement: The policy has been assessed for adverse differential impact on members of one or more protected groups.