

NCMC

North Central Missouri College Fundraising Approval – Cover Sheet

Request

Name of Department or Program _____

Person Submitting Request _____

Relationship to Requesting Department/Program _____

Phone _____ E-mail _____

On a separate document, briefly provide the following information: (1) dates of intended solicitation, (2) who will be solicited, (3) purpose and manner of solicitation, (4) how the funds will be used, and (5) how/where the use will be reported, (6) stewardship of donations

I hereby assure compliance with state regulations, North Central Missouri College fundraising principles, and NCMC Board Fundraising Policy: 3.10.00 Solicitation and Approval of Gifts and Grants to the District.

Signatures

_____ Date _____
Requesting Department/Program Director

Approvals:

_____ Date _____
Director of Development

_____ Date _____
President

Please return to: Kristi Harris, Chief of Staff, Frey Administration Building, NCMC