

<b>Management and Oversight Authority Policy</b>	Policy Number	11.1
	Effective Date	TBD

## 1.0 POLICY & PURPOSE

Funding coming to Laramie County Community College from sources other than established State appropriations or tuition and fees can provide much needed program resources, particularly for new projects and innovative ventures. LCCC strongly encourages new thinking on ways to support and advance the College’s mission and goals.

It is the Policy of LCCC to comply with all regulations governing external funds.

Because the regulations governing external funds differ from LCCC’s standard funding, the processes for seeking, securing and managing these funds can be complex and complicated. In accordance with LCCC’s Responsibility of the CEO Policy 1.3.1 only the President or his/her designee may enter into legally-binding agreements on behalf of the college. In order to assist those seeking and managing external funding for LCCC, the College has designated responsible areas to support and oversee activities under these different funding sources.

A. Legislative provisions directing funds (including earmarks)

**Responsible Area:** President’s Office

**Signature Authority:** LCCC President

B. Corporate and Business Relations and Sponsorships

**Responsible Area:** LCCC Foundation

**Signature Authority:** Associate VP of Institutional Advancement

C. Business Transactions

**Responsible Area:** Administration and Finance Services

**Signature Authority:** LCCC President

D. Monetary and In-Kind Donations (gifts)

**Responsible Area:** LCCC Foundation

**Signature Authority:** Associate VP of Institutional Advancement

E. Sponsored Awards

**Responsible Areas:** Institutional Effectiveness and Administration and Finance Services

**Signature Authority:** The Director of Sponsored Awards and Compliance serves as LCCC’s Authorized Organizational Representative (AOR). The Accounting Compliance Supervisor serves as LCCC’s Certifying Fiscal Agent. Final signature authority for accepting sponsored awards to LCCC is the President or his/her designee.


**2.0 REVISION HISTORY**

Adopted on: TBD

**3.0 PERSONS AFFECTED**

All persons who seek, acquire, manage, or oversee external funds on behalf of Laramie County Community College are affected by this policy.

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REQUIRED APPROVALS	NAME/SIGNATURE	DATE
Originator(s) Name(s)	Victoria Steel, Sponsored Awards and Compliance Director	10/27/17
Approval by President's Cabinet		11/21/17
Ratified by College Council	Sabrina Lane, College Council Co-Chair	11/28/17
Approval by President (Signature)		11/28/17
Approval by Trustees (Signature)		