

Policy Manual (DRAFT)



<b>Title:</b> Foundation Scholarship Funds	<b>Number:</b> 6Hx2-6.20
<b>Legal Authority:</b> Fla. Statutes 1001.64 (8)	<b>Page:</b> 1 of 1

**GENERAL STATEMENT**

The President, in conjunction with the Vice President for Development/ Executive Director of the Foundation, is authorized to establish procedures for the award and disbursement of Foundation scholarship funds in accordance with donor criteria. The Foundation has responsibility for reimbursing the College for scholarship disbursements, obtaining donor criteria and reporting the use of donated scholarship funds to the donor.

**THE POLICY and THE STUDENT**

Foundation scholarships shall be awarded by the Office of Student Financial Services in accordance with Policy 6Hx2-5.11 and in accordance with donor criteria.

**THE POLICY and THE FACULTY AND STAFF**

Faculty and staff are required to comply with applicable Foundation and College policies and procedures relative to the awarding of Foundation scholarship funds.

**IMPLEMENTATION and OVERSIGHT**

In accordance with Florida Statute, 1001.64(8), the Board of Trustees has authority for policies related to student financial assistance. The President has the authority to create procedures to implement this policy. The Chief Financial Officer, Vice President of Student Affairs and the Vice President for Development/Executive Director of the Foundation have responsibility for the implementation and oversight of this policy.

The Broward College Foundation shall be responsible for the allocation of Foundation funds designated for aid to students. The Student Financial Services office shall be responsible for awarding those funds in accordance with donor criteria provided by the Foundation. The Accounts Receivable office shall prepare an invoice for the awarded funds and the Foundation shall transfer funds to the College. Upon request, the Foundation will provide each donor with a report of his/her scholarship account.

**VIOLATION OF POLICY**

Violations of this policy occurring at the Foundation shall be investigated by the Vice President for Development/Executive Director of the Foundation with assistance from the Vice President for Human Resources and Equity to determine an appropriate course of action, up to and including termination. Violations of this policy occurring at the college shall be investigated by the Chief Financial Officer in consultation with the Vice President for Human Resources and Equity to determine the appropriate course of disciplinary action, up to and including termination.

AGENDA ITEM VII-P

JUN 23 2009

ENCLOSURE 5

**History:** Revised as Policy Issued as Policy 6.32 on September 21, 1982; revised on December 16, 1986; revised on March 19, 1991; revised and re-numbered on June 18, 1997

<b>Approved by the Board of Trustees</b>	<b>Date</b> 6/18/97	<b>President's Signature</b>	<b>Date</b> 6/18/97
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