



**Crafton Hills College Foundation  
Board Policy  
Use of Unrestricted Funds**

- I. **Purpose:** This document establishes guidelines for the use of unrestricted funds donated to the Crafton Hills College Foundation.
- II. **Fiduciary Responsibility:** The Board of Directors of the Crafton Hills College Foundation is charged with fiduciary responsibility for all funds donated to the Foundation. As such, the Board retains the right to modify this policy as necessary.
- III. **Definition:** Unrestricted funds are defined as:
  - a. Contributions that are designated by the donor as “unrestricted”
  - b. Contributions that are not designated by the donor to funds considered temporarily or permanently restricted
  - c. Contributions to President’s Circle
  - d. Net proceeds from the annual fundraising Gala
  - e. Interest or investment earnings not tied to temporarily or permanently restricted funds
- IV. **Use of Funds**
  - a. President’s Circle. The Crafton Hills College President shall guide the use of President’s Circle funds.
    - i. The President may use these funds to address an area(s) of identified need for Crafton Hills College.
    - ii. Use of President’s Circle funds shall be reported to the Foundation Board quarterly.
  - b. Infusion Funds.
    - i. Certain departments, divisions, or offices at Crafton Hills College may have access to infusion funds. Such funds should be used for program support. Examples of program support may include critical equipment and supplies; outreach, recruitment, and/or field trips; and other needs not covered by college or district funds.

- ii. The Crafton Hills College Foundation shall review requests for Infusion funds on an annual basis. The maximum to be considered for addition to infusion funds shall be \$5,000.00.
- iii. Infusion funds may be combined with other funds to satisfy needs as defined in IV.b.i.