

COLUMBUS TECHNICAL COLLEGE FOUNDATION, INC.

BUDGET POLICY & PROCEDURE

UNRESTRICTED FUNDS

An annual budget shall be prepared by the Vice President/Director of the Foundation with recommendations from the CEO/President of the College for monies to support the mission of the College & Foundation. The budget shall be approved by the Executive Committee of the Foundation. This budget includes discretionary funds to be used by the CEO/President of the College.

RESTRICTED FUNDS (NON CAMPAIGN)

An annual budget shall be prepared by the Vice President/Director of the Foundation to spend restricted funds according to the guidelines established by the fund. This budget shall be approved by the Executive Committee of the Foundation.

CAMPAIGN FUNDS

An annual budget shall be prepared by the Vice President/Director of the Foundation with recommendations from the College's CEO/President for capital and campaign support expenditures. This budget shall be approved by the Executive Committee of the Foundation.

BUDGETARY REVIEW

These budgets shall be reviewed periodically by the Executive Committee of the Foundation.

APPROVED

CHAIR

COLUMBUS TECHNICAL COLLEGE FOUNDATION, INC.

DATE

6/24/09

PRESIDENT

COLUMBUS TECHNICAL COLLEGE

DATE

6/24/09