

# **AUBURN UNIVERSITY**

## **Requests for State Funds Policy**

### **POLICY STATEMENT**

As a matter of policy, Auburn University accepts and expends only those public funds that have been acquired or directed through the Auburn University budgeting process.

To help ensure compliance with state and federal laws and to underscore the significance of good stewardship in accepting public funds, it is imperative that a clear process for seeking such funds be established. While specific requests may originate at the department, division, school or college level or by some other means, all requests must be reviewed and managed from a consolidated, centralized perspective and in the context of Auburn's overall budget needs and requirements. Justification within the mission of Auburn University shall be the basis for requests of state funds.

### **APPLICABILITY**

The policy applies to all four divisions of Auburn University and covers interactions and communications related to:

1. Any appropriation from the State General Fund (SGF) or Education Trust Fund (ETF).
2. Any State of Alabama capital bond funds such as the Alabama Public School and College Authority (APSCA) and other state funds, including but not limited to, the Alabama Capital Improvement Trust Fund.
3. The use of Auburn University's name or endorsement to secure public funds with the intent to provide financial support to non-university entities or to position the university as a mechanism for pass-through funding to external entities, whether directly or indirectly.

### **POLICY GOVERNANCE**

Because of the increasing complexity and nature of the state's executive and legislative budget processes, the policy requires that pursuit of any state or state-related public funds be coordinated through and reviewed by the executive director of governmental affairs. The executive director of governmental affairs shall work with the president, chief financial officer, provost and other university officials to ensure that institutional priorities are considered in requests for public funds. Requests that are not in compliance with this policy shall not be advanced in the name of Auburn University.

ADOPTED: December 6, 2010