



STUDENT FUNDRAISING POLICY

South Texas College of Law Houston (South Texas) understands that students, especially those affiliated with student organizations, may wish to seek funds to support key initiatives and projects at the law school. It is important that students understand that South Texas benefits greatly from the ongoing generosity of its strong community of alumni and friends who provide significant monetary support for student-related events/programs and services on an annual basis. In addition, Houston area businesses, law firms, and vendors also contribute significantly to South Texas by providing monetary support and services that benefit students and the law school. Further, fundraising efforts include and are impacted by IRS regulations, financial reporting requirements, and contractual agreements between the funder and the law school. For these reasons, it is imperative that all fundraising activities at South Texas are coordinated. The Office of Advancement is responsible for overseeing and coordinating all fundraising activity, in collaboration with the law school's [gift acceptance committee and recognition policies](#).

Below are the policies and procedures by which students may or may not seek additional funding for their organizational needs.

Fundraising for External Organizations

Fundraising may be conducted for the purpose of charitable giving or charitable donations to entities outside of South Texas (ie: The Houston Food Bank, BARC, or other non-profit organization). Funds raised must be donated directly to the outside entity (for example, through donation to the entity's website, or an entity representative being physically on site to collect donations). Students or student organizations cannot hold funds and cannot function as a charitable entity's representative for the purpose of collecting charitable donations. South Texas cannot receive funds on behalf of another not-for-profit organization.

Any on campus fundraising event for an external organization must be approved by the Director of Student Engagement and must comply with all school policies and procedures.

Fundraising for Student Organizations

Student organizations can raise funds to support the operating needs of their individual organizations through membership dues, swag sales, and bake sales.

Fundraising ideas may include but not limited to:

- Donation jar
- Cake sales
- Lunch plates
- Coffee/donut sales
- Items personalized with organization name.

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Swag items must be approved by the Director of Student Engagement prior to ordering.

Alumni and Other External Constituents/Referrals

The Office of Advancement is solely responsible for all fundraising efforts on behalf of South Texas. Individual students, student organizations, and other campus groups are not permitted to solicit external constituents, including but not limited to alumni, friends, corporations, foundations, law firms, or other potential supporters of South Texas for monetary support.

The law school provides each student organization with annual operation funds. Additionally, each student organization is encouraged to apply for additional funds through the Office of Student Engagement as needed. The two funding mechanisms, in concert with membership fees, swag sales, and other internal efforts, provide sufficient funding for student organization events and programs.

South Texas recognizes that an individual student, group of students, or student organization may have contacts with potential corporate or foundation-funders or might know external constituents who could be interested in supporting the law school.

The Office of Student Engagement and the Office of Advancement are eager to support such efforts where appropriate. Any such fundraising effort must be coordinated through the Office of Advancement. Please contact alumni@stcl.edu to setup a meeting to discuss further.

Marketing and Brand Standards

Any group that is creating merchandise or marketing material that includes the South Texas name or official logos must ensure the usage is in accordance with South Texas [branding guidelines](#). Any questions should be directed to the head of Marketing and Communication via email at marcom@stcl.edu.

Prohibitions

The following student fundraising activities are specifically prohibited and will not be approved:

- Solicitation by credit card or telephone card companies.
- Fundraising events/programs that solicit students, alumni, friends, parents, faculty, or staff, with the exception of those approved and supported by the South Texas Office of Advancement. This includes galas, luncheons, or any other event where tickets or table sponsorships are sold.
- Fundraising using crowdfunding platforms (e.g., Kickstarter, GoFundMe, Patreon, etc.).
- Fundraising for any candidate for political office or political campaigns.
- Raffles, lotteries, or other games of chance.
- Sale or distribution of items that violate the College trademark rights or existing contracts.
- Receipt by individuals who organize a fundraising event/program of proceeds from the event/program (ie: using Venmo, Zelle, CashApp, or other bank transfer mechanism).

Additional Restrictions and Requirements

South Texas acknowledges that a policy of this nature may not anticipate every possible issue that may arise with respect to fundraising activities. Restrictions may be made in addition to, or in lieu of, those set forth in the policy.

Sanctions for Violation of the Fundraising Policy

Student Organizations or students who violate this Fundraising Policy may be subject to:

- Loss of the right to use law school property or facilities for events/programs.
- Loss of recognized club status.
- Other disciplinary sanctions, including but not limited to exclusion from holding an officer position within a student organization.
- Other educational sanctions appropriate to the circumstances.

Any questions pertaining to any part of this fundraising policy may be directed to the Office of Student Engagement.