



COLLEGE OF THE NORTH ATLANTIC

OPERATIONAL POLICY

TOPIC: PROSPECT CLEARANCE

Policy No.	DA-702	Division	Development/College Advancement
Related Procedure	DA-702-PR	Board Policy Ref.	n/a
Related Policies	DA-701 & DA-703	Effective Date:	January 24, 2008

1. PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the process and approval of all College fundraising activities, including scholarships and awards, annual appeals, project-based appeals, special fundraising events, major gifts and planned giving.

2. POLICY

It is the policy of the College that all potential College fundraising activities shall receive proper approval before proceeding.

3. PROCEDURE

The Vice-President of Development/College Advancement shall ensure that procedures are developed and implemented in accordance with this policy.

Approval History

Approved by President	January 24, 2008
Next Review	January 2012