



# COLLEGE of CENTRAL FLORIDA

## POLICY MANUAL

<b>Title:</b> DIRECT SUPPORT ORGANIZATIONS	<b>Number:</b> 2.03	<b>Page:</b> 1 of 2
<b>See Procedures:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Legal Authority:</b> Florida Statutes 1004.70	<b>Board Adoption/Revision Approval Dates:</b> 9/3/80, 2/1/84, 6/13/90, 5/8/96, 6/24/97, 2/17/99, 10/22/02, 10/25/05, 1/27/09	

The District Board of Trustees, in order to have a positive working relationship with its Direct Support Organizations, and in accordance with state law, specifies the following requirements for the College of Central Florida Foundation, Inc. and the Appleton Cultural Center, Inc. (ACC, Inc.) private, non-profit organizations providing support for the College:

- A. The CF Foundation and the ACC, Inc. shall submit an annual audit, conducted by an independent Certified Public Accountant, to the Board for review. A copy of the audit will also be submitted to the Auditor General of the State of Florida and to the State Board of Education. An audit review check list will also be submitted by the college to the State Board of Education. The report will be prepared as required by F.S. 1004.70(6). Further, the College and the Auditor General shall have the authority to review any details or supplemental data relating to the operation of the Direct Support Organizations.
  
- B. The CF Foundation and the ACC, Inc. shall submit a copy of their federal IRS Application for Recognition or Exemption form (Form 1023) and their federal IRS Return of Organization Exemption from Income Tax form (Form 990) to the Board as required by F.S. 1004.70(5).
  
- C. The college shall have representation on the Board of the CF Foundation and the ACC, Inc. The Chair of the District Board of Trustees and the President shall each appoint a non-voting member to the CF Foundation Board. Those representatives will also serve as non-voting members on the Executive Committee of the CF Foundation. The Chair of the District Board of Trustees shall appoint a voting member to the Board of the ACC, Inc.



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- D. The CF Foundation and the ACC, Inc. are responsible for keeping the District Board of Trustees informed of their activities in a timely manner. The District Board of Trustees will keep the CF Foundation and the ACC, Inc. informed of college priorities for support.
- E. The ACC, Inc. must have approval from the District Board of Trustees before entering into any debt obligations. The CF Foundation must have the approval of the District Board of Trustees for all debt obligations of more than \$250,000.
- F. The District Board of Trustees authorizes the use of facilities, property, and personal services to the CF Foundation and the ACC, Inc. in accordance with state law, and authorizes the President to make such arrangements.
- G. The CF Foundation and the ACC, Inc. will provide equal employment opportunities to all persons regardless of race, color, national origin, sex, age, religion, disability or marital status.