

PROVIDENCE COLLEGE

PROTOCOL REGARDING CHARITABLE CONTRIBUTIONS

Providence College (the “College”) is a non-profit, public charity that receives its funds from parents/students, donors, sponsors and others in furtherance of its educational mission and, as such, it generally does not contribute financially to other not-for-profit charitable organizations (e.g. monetary donations to capital campaigns or other annual monetary donations). The College is committed to contributing to the quality of life in the City of Providence and surrounding communities through other support and assistance to external community-oriented, charitable, or business-related non-profit organizations. As a Catholic and Dominican institution, the College also supports the Catholic Church and the Diocese of Providence, including the K-12 Catholic school system, as well as the College’s sponsoring organization, the Province of Saint Joseph. This support and assistance generally take three forms:

- a. Volunteerism on the part of administrators, faculty, staff and students;
- b. The donation of surplus College equipment, furniture and/or supplies; and/or
- c. The use of College facilities and/or other College services at reduced and/or complimentary rates.

Approval for items “b” and “c” above is reserved to the President, Executive Vice President, and the Senior Vice President/CFO. Any monetary donations to an organization require the approval of the President or Executive Vice President.

In addition to the above, the College may periodically make a contribution to attend or gain recognition at fundraising events for other not-for-profit charitable organizations where institutional representation is necessary or appropriate to enhance the College’s overall mission, reputation and image, build strategic relationships, and/or provide support to local organizations to foster civic engagement. Any such contributions up to a maximum contribution of \$5,000 require the approval of the applicable division-head (Cabinet member) and must be funded from existing divisional budget. Contributions for such events exceeding \$5,000 require approval of the President or Executive Vice President.

Approved: President & Cabinet (07/02/2024)