



Policy on agreements with external consultants and firms

Policy Type: Local

Responsible Office: Development and Alumni Relations

Initial Policy Approved: 05/2009

Revised Policy Approved: 1/2013

Policy Statement and Purpose

Virginia Commonwealth University schools, centers, units, associations and affiliated foundations must obtain written permission from the applicable academic vice president and the vice president for Development and Alumni Relations to hire under contract an external consultant or firm to solicit funds for any part of the university or the VCU Health System. Any firm or person employed to work with university alumni, prospects and/or donors must follow all university policies and procedures, especially with regard to the security of university-owned data.

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Who Should Know this Policy?

All university employees engaged in activities related to development and alumni relations are responsible for knowing this policy and familiarizing themselves with its contents and provisions.

Definitions

There are no definitions associated with this policy.

Related Documents

[Confidentiality Statement](#)

Contacts

The Office of Development and Alumni Relations officially interprets this policy. Office of Development and Alumni Relations is responsible for obtaining approval for any revisions as required by the policy Creating and Maintaining

Policies and Procedures through the appropriate governance structures. Please direct policy questions to the vice president for Development and Alumni Relations.

Procedures

There are no procedures associated with this policy.

Revision History

This policy supersedes a portion of the following BOV policy approved in 5/2009:

- 1.1 University Advancement Management Structure and the Relationship between Virginia Commonwealth University and the various affiliated University Foundations

FAQs

There are no FAQs associated with this policy.