

---

## EMPLOYEE GIVING OPPORTUNITIES (draft)

The Los Angeles Community College District encourages employees to support charitable causes within the District and community at large. In doing so, the District also recognizes that as a publicly funded organization, it is important to remain sensitive as to how a charitable cause is promoted and to recognize there restrictions on how funds may be raised.\*

The information on this page highlights some of the giving opportunities, financial and otherwise, available. In many instances, financial contributions may be made directly or through a convenient payroll deduction payment plan.

- **College and District Foundations:** The Foundations at each college hold a variety of fundraising events such as dinners and golf tournaments. Funds raised at such events help fund a variety of college and student activities as well as scholarships for students. For additional information, contact the Foundation Director or College Fiscal Administrator at your campus.
- **Student Scholarships:** Each campus offers a variety of student scholarships which employees may donate to at anytime during the year. For additional information, contact the College Fiscal Administrator at your campus.
- **Academic and Student Club Fundraisers:** A variety of fundraisers ranging from bake sales to theater productions are held throughout the year. The money raised from these activities helps fund various activities for students. For additional information, contact the Vice President/Dean of Students or College Fiscal Administrator at your campus.
- **Charities:** The District has adopted a coordinated approach to charitable fundraising. An annual fundraising campaign involving designated agencies such United Way and our own foundations participate. During the holiday season, toy and food drives occur at various locations throughout the District. For additional information, contact the Public Relations Office, District Office.
- **Catastrophic Leave Bank: Illness – Vacation Donation:** Eligible employees may donate to another employee in their unit who is absence because of long-term illness one (1) or two (2) days of vacation time per fiscal year. For additional information, see your collective bargaining agreement or contact Human Resources, District Office.
- **Blood Drives:** District employees have a strong tradition of supporting blood drives held throughout the District. Employees receive notification of when a blood drive is held at their location through email and other location communications.
- **Disaster / Emergency Relief:** Campus organizations often set-up fund-raising and other kinds of donations in support of the survivors of natural disasters or catastrophic events. Giving opportunities of this nature are generally coordinated through an office designated by the college president. Employees receive notification about such efforts through email and other location communications.

\* Before raising funds for a cause or event—no matter how noble it may be—please consult your College Fiscal Administrator of Vice President, Administration, or if at the District Office, Employer-Employee Relations. There are restrictions on what District/college resources may be used for and how funds may be raised.