

CENTRAL WASHINGTON UNIVERSITY

Policy on Transfers of CWU Funds

March 29, 2005

No State funds, tuition revenues, internal service funds, auxiliary enterprise funds, loan funds, endowment funds, or assets may be transferred from CWU to the CWU Foundation without the written approval of the President, the Vice President for Business and Financial Affairs, or the Associate Vice President for Business and Financial Affairs.

Cash from a CWU agency fund project/ID (Fund 840 project/ID) may be transferred to the CWU Foundation only upon the approval of the person who has signature authority over that project/ID.

A standard request/approval form for transfers to the Foundation is available on the CWU website at <http://www.cwu.edu/~acctng/forms/Tfertofound.pdf>.

No State funds, tuition revenues, internal service funds, auxiliary enterprise funds, loan funds, endowment funds, or assets may be transferred from any of CWU's operating project/IDs to any agency (840 Fund) project/ID maintained in CWU's accounting system without the written approval of the President, the Vice President for Business and Financial Affairs, or the Associate Vice President for Business and Financial Affairs. These approvals will need to be shown on the journal voucher forms used to effect the transfers.