University of Colorado
Colorado Springs

UCCS CAMPUS POLICY

Policy Title: Crowdfunding/Crowdsourcing Policy

Policy Number: 100-013 **Policy Functional Area: Administration/Organization**

Effective:	March 27, 2017
Approved by:	Venkat Reddy, Interim Chancellor
Responsible Vice Chancellor:	Vice Chancellor for University Advancement
Office of Primary Responsibility:	Advancement
Policy Primary Contact:	Alumni Relations, 719-255-3820
Supersedes:	N/A
Last Reviewed/Updated:	September 2016
Applies to:	Students, faculty, and staff

Reason for Policy: The purpose of this policy is (i) to ensure that UCCS maintains control over the use of UCCS resources in crowdfunding/crowdsourcing efforts, and (ii) to allow UCCS to track the level of campus crowdfunding/crowdsourcing and to assess the impact of such activity at UCCS.

I.   INTRODUCTION

This policy applies to crowdfunding and/or crowdsourcing projects associated with the University of Colorado Colorado Springs ("UCCS" or "University"), whether through a University platform or through a third-party crowdfunding or crowdsourcing vendor, portal or service provider.

This policy applies to all employees, affiliate staff, students and other individuals involved in these activities. This policy does not apply to crowdfunding or crowdsourcing activities that employees, affiliate staff, or students might undertake on their own time for projects not associated with or directed by UCCS, so long as such projects do not use pre-existing University-owned intellectual property and are not related to discoveries in which UCCS has an interest (per APS 1013 - Intellectual Property Policy and Discoveries and Patents for Their Protection and Commercialization).

II.   POLICY STATEMENT

A. Authority for the creation of campus administrative policies is found in *The Laws of the Regents,* 2007, Article 3 Section B.5(A) which states:

The chancellor of each campus shall be the chief academic and administrative officer responsible to the president for the conduct of affairs of their respective campus in accordance with the policies of the

Board of Regents. The chancellor shall have such other responsibilities as may be required by these *Laws,* or regent policy, or as may be delegated by the president.

B. Procedures:
1. Crowdsourcing or crowdfunding at UCCS must comply with this policy and its accompanying UCCS Crowdfunding/Crowdsourcing Procedures[1] and is subject to all University of Colorado rules, policies, compliance regulations and state and federal law. The use of crowdfunding to raise funds associated with UCCS activities must also comply with APS 4060 – Crowdfunding. https://www.cu.edu/ope/aps/4060
2. Use of the UCCS name, branding and/or logo must be in accordance with UCCS Policy 100-002 ("UCCS Campus and Mountain Lion Logos") and requires prior written approval by the appropriate approving official and the Vice Chancellor for University Advancement as set forth in accompanying campus crowdfunding/crowdsourcing procedures.
3. Crowdfunding or crowdsourcing projects that use UCCS resources, or affiliate themselves with UCCS in any capacity, must receive institutional approval from the appropriate UCCS officials as set forth in the accompanying campus crowdfunding/crowdsourcing procedures.
4. UCCS email lists may not be used for crowdfunding or crowdsourcing projects without prior approval by the appropriate approving official as set forth in the accompanying campus crowdfunding/crowdsourcing procedures.

III. KEY WORDS

A. Crowdfunding
B. Crowdsourcing
C. UCCS Email Lists
D. UCCS Resources

IV. RELATED POLICIES, PROCEDURES, FORMS, GUIDELINES, AND OTHER RESOURCES

A. Administrative Policy Statements (APS) and Other Policies
1. Research policies and procedures, including, but not limited to, the use of human subjects or animals in research, conflicts of interest, and access to and retention of data. Available at http://www.colorado.edu/vcr/resources/policies.
2. Intellectual Property Policy on Discoveries and Patents for Their Protection and Commercialization. Available at https://www.cu.edu/policies/aps/academic/1013.html.
3. Information security policies, procedures, and guidelines. Available at https://www.cu.edu/ois/policies-and-resources.
4. Payment Card Compliance Program. Available at https://www.cu.edu/ope/aps/4056.

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[1] Available at UCCS Crowdfunding/Crowdsourcing Procedures

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5. Electronic Communications. Available at https://www.cu.edu/ope/aps/6002.
6. Conflicts of Interest and Commitment. Available at https://www.cu.edu/policies/aps/hr/5012.pdf.
7. Outside Consulting and Service on External Boards. Available at https://www.cu.edu/regents/Policies/Policy3C.htm. In accordance with this policy, CU employees are reminded that the use of university resources for the benefit of private companies is not permitted except in a de minimis manner or where the campus is compensated for such use.
8. UCCS's Compensation Principles for Faculty Policy (#300-016). Available at: http://www.uccs.edu/vcaf/policies/uccs/policies.html
9. UCCS Campus and Mountain Lion Logos Policy (#110-002). Available at: http://www.uccs.edu/vcaf/policies/uccs/policies.html

B. Procedures

C. Forms

D. Guidelines

E. Other Resources (i.e. training, secondary contact information)

F. Frequently Asked Questions (FAQs)

V. HISTORY

Initial policy approval   October 23, 2014