

# Self-Generated Funds

Any funds that are deposited into your UNM account become subject to all UNM policies. Regarding deposits, organizations need to carefully consider what the potential uses of self-generated funds might be.

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## Regular Deposits

SGAO accepts cash and checks made payable to your organization for things such as:  
Membership dues    Bake sales    Apparel sales    Raffles

**Important:** Any monies received by your organization should be deposited with SGAO by the next working day. It is the responsibility of the students collecting monies to ensure the funds are kept in a secure location until a deposit can be made.

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## Donations

We do not accept Donations or Sponsorships for your group. These types of deposits should be made using your SGAO account number at the:

UNM Foundation  
700 Lomas NE, Suite 108  
316-7600

**To access funds for spending, bring a copy of your deposit receipt to the SGAO.**

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### **Per UNM policy 1040 sec. 8.2:**

CSOs may use their self-generated fundraising proceeds to hold fundraisers for domestic 501(c)3 nonprofit organizations in order to:

- support the CSOs' missions;
- provide support to their parent organizations or local chapters; or
- assist the sick or indigent.

All costs related to the use of University resources (such as costs associated with renting space for the event and personnel who set up the event) must be deducted from the gross proceeds, so that there is no donation of University resources. Once the costs related to the use of University resources are deducted from the gross proceeds, the net proceeds of these fundraisers may be donated to the domestic external nonprofits. In order to document the contribution, CSOs should submit to the Student Government Accounting Office a letter or email from the nonprofit organization acknowledging the contribution.