Section 04.08.05
INSTITUTIONAL FUNDS

Institutional funds are all funds collected at the institution that are not “other educational and general funds.” These funds are deposited into local depository banks and expenditure of these funds must follow A&M System Policies and Regulations, as well as A&M System Member Rules. There are various types of institutional funds:

**Concessions** - Revenues generated from vending machine and pay station telephone operations are called concession funds.

**Gift Funds - Unrestricted** - Unrestricted gift funds are eligible for expenditure for any legally allowable institutional purpose. They may be used for any institutional purpose in carrying out official duties and responsibilities, with the following exceptions:

* No funds may be used for influencing the outcome of any election or the passage or defeat of any legislative measure.
* No funds may be used directly or indirectly to hire employees or in any other way to fund or support candidates for the legislative, executive, or judicial branches of State or Federal government.
* No funds may be used to pay the salary for full-time employment of any state employee who is also the paid lobbyist of any individual, firm, association, or corporation.
* No funds may be used by a state agency to publicize or direct attention to any individual, official, or employee of any state agency.
* No funds may be used to purchase policies covering claims arising under the Texas Tort Claims Act.
* No funds may be spent by a state agency to carry on functions for which funds have been appropriated to the Office of State-Federal Relations.
* No funds may be used to enter into a consultant contract with any individual who has been employed by the department or agency within the past 12 months.

**Gift Funds - Restricted** - Restricted gift funds are eligible for expenditure only as allowed by the donor’s wishes.

**Grants and Contracts** - These funds must be spent in accordance with applicable statutes and provisions of the applicable grant or contract.
**Other** - These funds represent all other locally collected funds. These funds are eligible for expenditure for any legally allowable institutional purpose. This category includes Auxiliary Enterprise Funds, student fees, short course and registration fees, etc.