



**Office of the President
University Policy**

SUBJECT: Lobbying	Effective Date: 8-3-10	Policy Number: 1.3	
	Supersedes: PM #95	Page 1	Of 2
	Responsible Authority: Senior Vice President, Strategic Relations		

APPLICABILITY/ACCOUNTABILITY:

This policy is applicable to all members of the public and the University community, including all students, faculty, alumni and staff.

DEFINITIONS:

Lobbying: Encouraging the passage, defeat, or modification of any legislation, policy, or initiative by personal appearance or attendance before governmental entities including committees or members of the Congress of the United States, the Florida Legislature, or a local government including cities and counties within the FAU service area.

POLICY:

Only persons approved by the University President may lobby on behalf of Florida Atlantic University and must register with the proper legal authorities to do so when required by law. Identified individuals' job descriptions will include lobbying assignments. Identified individuals will work in conjunction with the Office of Governmental Relations prior to and/or during the lobbying of governmental entities. Those individuals engaged in lobbying of the federal government shall also work in conjunction with the Division of Research.

All lobbying activities shall be done in accordance with applicable laws, rules and regulations, including without limitation [Section 11.061](#) and [Section 11.062](#), Florida Statutes. No state funds, exclusive of salaries, travel expenses and per-diem appropriated to, or otherwise available for use by the University shall be used by University employees or other persons for lobbying purposes. Nothing herein shall preclude any person from contacting her or his legislator regarding any matter during hours other than established FAU business hours. Any person who appears before a committee or subcommittee of a legislative body at the request of the committee or subcommittee as a witness or for informational purposes may be exempt from certain statutory reporting requirements and should consult with the Office of Governmental Relations and the Division of Research as applicable.

INITIATING AUTHORITY: Senior Vice President, Strategic Relations

POLICY APPROVAL
(For use by the Office of the President)

Policy Number: 1.3

Initiating Authority

Signature: _____ Date: _____
Name: _____

*Policies and Procedures
Review Committee Chair*

Signature: _____ Date: _____
Name: _____

President

Signature: _____ Date: _____
Name: _____

Executed signature pages are available in the Office of the General Counsel