



# MANUAL OF POLICY

Title Use of College Facilities – External Use Facilities	Number: 60-40 Page: 1
Based in Title and Policy Number: FDTC Procedure: 62-02 Legal Authority: Area Commission #1-3-501 dated 6-12-74	Effective Date: 06/12/74 Revised: 08/12/1992 Revised: 09/24/24

Long-established, statewide policies encourage use of institutional physical facilities by community groups, agencies, institutions, and others for purposes that are deemed to be in the best interest of the communities and serve desirable, useful, or beneficial objectives. This policy will be administered in accordance with College policies and procedures.

It is the policy of Florence-Darlington Technical College to cooperate with businesses, organizations, or individuals in the use of its buildings and facilities for public service events and private projects. While the primary use of these facilities must remain to support the instructional programs of the College, the facilities will be available for activities that are consistent with the mission of the College. Utilization of College facilities shall be afforded without regard to the race, color, religious creed, sex, sexual orientation, age, national origin, ancestry, marital status, physical disabilities, including but not limited to blindness, veteran status, or sexual preference of the applicant unless these is a bona fide qualification excluding persons in one of the above groups.

- A. Any activity that in the judgment of the College would be disruptive to College operation or is not consistent with the College mission will not be approved.
- B. The College reserves the right to interpret its mission and grant use of any facility to a business, an organization, or an individual whose activities are in keeping with that mission in a consistent manner.

The College will attempt to make its facilities available to the public provided all applicable requirements are satisfied.

The rental or usage fees are to be set so as to recover College direct and indirect costs for janitorial and security service, utilities and overhead. Organizations may be required to provide proof of liability insurance prior to use.

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Authenticated by President \_\_\_\_\_ Date \_\_\_\_\_