Cal Poly Pomona
Philanthropic Foundation

CPP-PF Project Update Form

Complete the form to add/or delete an account signer(s) or update project name. Obtain the appropriate signature(s).

Project Name:	**Project Number(s):**
College/Division:	**Date Requested:**
New Project Name:	**Contact Person/ Phone:**

Primary Signatory (REQUIRED): Primary Signatory Agreement on file with CPP-PF is required

Primary Signatory:	**DELETE**	**ADD**
Name:		Name/Title:
		Email:
		Signature:

Secondary Signatory:	**DELETE**	**ADD**
Name:		Name/Title:
		Email:
		Signature:

Additional Signatories:	**DELETE**	**ADD**
Name:		Name/Title:
		Email:
		Signature:

	DELETE	**ADD**
Name:		Name/Title:
		Email:
		Signature:

One Solution Report Access ☐ **Please close this project in OneSolution and Raiser's Edge**

Primary	**DELETE**	**ADD**
Name:		Name/Title:
		Email:
		Signature:

Alternate		
Name:		Name/Title:
		Email:
		Signature:

I approve the update of authorized signatories as stated above.

Name	Signature	Date

Authorized Officer: Cal Poly Pomona Philanthropic Foundation	Signature	Date

University Approval (Dean, Assoc Dean, Department Chair, President, Vice President, or Delegate).
If an account is moving College/Division/Department, a memo from the primary signer and approval are needed.

Return completed form to: CPP-PF 3801 W. Temple Ave. Bldg. 55 Pomona, CA 91768 Phone: (909) 869-4997