

Good Morning,

Under the Virginia Freedom of Information Act, I am requesting items related to Longwood University Policy 2028, relating to the Use and Investment of Local Funds.

As part of this request, I ask for the following documents and public records:

- A record of all deployments, transactions, and movements of local funds (as defined in [Policy 2028](#)) made since June 7, 2024, including total amount included in each deployment, transaction, or movement of these funds.
- A summary of all local funds (as defined in Policy 2028) procured by Longwood University during the 2023-24 Fiscal Year.
- Annual Longwood University budgets with detailed expenses and revenue for the past three fiscal years (2021-22, 2022-23, and 2023-24).
- All communications (including but not limited to emails, text messages, written communications, etc) from the following current and former University officials containing the key words **“local funds,” “local discretionary funds,” “Policy 2028,” “endowment,” “endowed funds,” “overhead,”** and **“donor intent”** made since March 20, 2024.
 - Rector of the Board of Visitors Ronald O. White
 - Former Rector of the Board of Visitors Katharine M. Bond
 - Secretary of the Board of Visitors Shawn L. Smith
 - University President W. Taylor Reveley IV
 - Vice President of Administration and Finance Matt McGregor
 - Vice President for Academic Affairs and Provost Dr. Larissa Smith
 - Vice President and Chief of Staff Justin Pope
 - Executive Assistant to the President Kay Stokes

I ask that these records are sent digitally to The Rotunda at therotunda@live.longwood.edu. I also ask for an estimate of any fees incurred as a result of this request, if potential fees cannot be waived.

Please let me know if you have any questions or concerns about this request.

Thank you,
Tyler Bagent
Editor-in-Chief, The Rotunda

The Rotunda Newspaper

'Bringing Longwood the News Since 1920'

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