

The Stockton University Foundation

Gift Policies and Guidelines

Policy #: 2009-1

Adopted: May 14, 2009

Purpose

The Gift policies and guidelines are to provide counsel and guidance to individuals within the Stockton University community concerned with the planning, promotion, solicitation, acceptance, application, and disposition of philanthropic gifts to Stockton University and the Stockton University Foundation.

The policies and guidelines require consultation with appropriate leadership when considering the merits of gifts that fall outside of these guidelines.

ANNUAL GIVING

Leadership Annual Giving (Unrestricted and Restricted): \$1,000 and larger

(Unrestricted refers to gifts the donor does not indicate a specific use for which the donation should be spent.)

(Restricted refers to gifts for which the donor determines specific use.)

Annual Leadership Gifts to the University begin at \$1,000 annually and may be restricted or unrestricted.

Donors whose gifts in a fiscal year total more than \$1,000 are recognized in the Richard Stockton Society in appreciation of their generosity.

Stockton Annual Fund (Unrestricted): No minimum

Gifts to the Stockton Annual Fund have no donor restrictions and are typically spent during the fiscal year in which they are made to meet the University's immediate and greatest needs.

Annual Fund gifts are solicited each year through targeted solicitations to the entire University community, including alumni, parents, corporations and foundations, faculty, staff and friends.

Young Alumni Annual Fund Leadership Giving (Unrestricted): \$250 and larger

The Osprey Club has been established to recognize alumni who have graduated within the last 15 years and who donate \$250 and more to the Stockton Annual Fund.

PROGRAM SUPPORT

Program Support (Restricted): No minimum

Gifts made to individual programs may be designated for the operating needs of a specific School or program.

Gifts of program support may be designated to one of the University's eight Schools or a specific program such as Athletics. Program support may also be directed to one of the University's Centers such as the William J Hughes Center for Public Policy, the Sam & Sara Schaffer Holocaust Resource Center or the Interdisciplinary Center for Hellenic Studies.

SCHOLARSHIP GIFTS

Endowed Named Scholarship: Gifts of \$25,000 and larger

Donors of gifts of \$25,000 and larger may establish and name an endowed scholarship fund. The amount of annual scholarship funds to be made available through this endowment will be consistent with the Foundation's Spending Policy. The recipient(s) of the Scholarship(s) will be determined by the University's Scholarship Selection Committee. Recipients must have a minimum cumulative GPA of 3.0 and be enrolled full-time to qualify for the scholarship. An endowed fund will carry the name as agreed upon in perpetuity.

Donors who wish to establish an endowed Scholarship, but are unable to do so in a single year, may make an initial gift of at least \$5,000, which will be placed in the General Scholarship Fund in their name with a commitment to reach the full amount over a five-year period. If the donor is unable to fulfill the pledge within five years, the accumulated funds will become a permanent part of the General Scholarship Fund.

Newly established named scholarships can be paid in one or more payments within a five-year period. A scholarship will be awarded one year after gifts to the endowment total at least \$25,000. This allows the gift funds to be invested and to earn income that can be applied to the scholarship. For example, using the Foundation's spending rate of 4%, an endowment of \$25,000 will typically provide a \$1,000 scholarship after twelve months, and that award will be made to a student in the academic semester following the twelve-month period. As the pledge is paid, the scholarship will be revalued at the start of each fiscal year.

Endowed Named Distinguished Scholarship: Gifts of \$100,000 and larger

Donors of gifts of \$100,000 and larger may establish and name an endowed distinguished scholarship fund. A Distinguished Scholarship provides annual support for a student(s) over a four year period. The amount of annual scholarship funds to be made available through this endowment will be consistent with the Foundation's Spending Policy. The recipient(s) of the Scholarship(s) will be determined by the University's Scholarship Selection Committee. Recipients must have a minimum cumulative GPA of 3.0 and be enrolled full-time to qualify for the scholarship. An endowed fund will carry the name as agreed upon in perpetuity.

Donors who wish to establish an endowed Distinguished Scholarship, but are unable to do so in a single year, may make an initial gift of at least \$20,000, which will be placed in a separate

account in their name with a commitment to reach the \$100,000 over a five-year period. If the gift reaches at least \$25,000 but does not reach \$100,000 within five years, the scholarship will be endowed and named in perpetuity. If the gift does not reach at least \$25,000 within five years, the accumulated money will become a permanent part of the General Scholarship Fund.

Newly-established named scholarships can be paid in one or more payments within a five year period. One or more scholarships will be awarded one year after gifts to the endowment total at least \$100,000. This allows the gift funds to be invested and to earn income that can be applied to the scholarship. For example, using the Foundation's spending rate of 4%, an initial gift of \$100,000 will typically provide a \$4,000 scholarship after twelve months, and that award will be made to a student in the academic semester following the twelve-month period. As the pledge is paid, the scholarship will be revalued at the start of each fiscal year.

The President of Stockton University has committed to provide institutional funds to match the interest available annually for scholarships for endowments that reach or exceed \$100,000. The match is consistent with the Foundation's Spending Policy, (i.e. 4% of a \$100,000 endowed scholarship fund generates \$4,000 from the endowment and \$4,000 from the University.)

Named Term Scholarship

A donor may make a pledge of at least \$1,000 per year for five years to name a term scholarship.

Term scholarships are awarded each year to one or more students. At the end of the five year term, the donor may elect to establish a new term scholarship or to consider a gift to endow a permanent scholarship (see "Endowed Named Scholarship"). Donors who are not able to make a five-year pledge of at least \$1,000 per year are encouraged to make their gift to the Annual Fund or to the General Scholarship Fund (no naming, although any gift may be made in memory of or in honor of an individual; individuals for whom a gift was made in honor or in memory are listed in the University's annual report of giving).

Immediate Use Scholarship: No Minimum

Alumni and friends of Stockton University can support its students and programs by contributing scholarship funds for immediate use.

An immediate use gift supports annual scholarships for Foundation Scholars (formerly known as the College Scholars), which are made available each year through the Stockton University Foundation. Recipient(s) of the scholarship(s) are determined by the University's Scholarship Selection Committee.

GIFTS FOR FACULTY SUPPORT

Named Professorship: \$250,000

Donors of gifts of \$250,000 and larger may name an existing professorship.

Funds contributed for the professorship enable the University to augment the teaching and research work of an outstanding faculty member. This gift is placed in an endowment and enables the University to retain highly productive faculty members by providing support for an

existing position and supporting the faculty member's teaching and research.

Named Professorships can be paid in one or more payments within a five year period. Faculty support will be awarded one year after gifts to the endowment total at least \$250,000. This allows the gift funds to be invested and to earn income that can be applied to the professorship. For example, using the Foundation's spending rate of 4%, an initial gift of \$250,000 will typically provide \$10,000 towards faculty support after twelve months, and will be made available to the faculty member in the academic semester following the twelve-month period.

Named Endowed Chair: \$1 Million

Donors of gifts of \$1 Million and larger may name a new or existing Chair.

Donors of gifts of \$1 Million or larger may name a new or existing Chair identified in conjunction with the Donor's interest and the University's needs. Funds contributed for the establishment of a Named Endowed Chair enables the University to recruit and support the faculty member's teaching and research.

Newly-established Named Endowed Chairs can be paid in one or more payments within a five year period. Faculty support will be awarded one year after gifts to the endowment total at least \$1,000,000. This allows the gift funds to be invested and to earn income that can be applied to the Chair. For example, using the Foundation's spending rate of 4%, an initial gift of \$1,000,000 will typically provide \$40,000 towards faculty support after twelve months, and will be made available to the faculty member in the academic semester following the twelve-month period.

LECTURE SERIES

Named Lectureships: A minimum of \$50,000 is required to establish a named lectureship, the proceeds of which will support an annual lecture at the institution.

Donors who wish to establish a Named Lectureship, but are unable to do so in a single year, may make an initial gift of at least \$10,000, which will be placed in a separate account in their name with a commitment to reach the full amount over a five-year period.

Newly-established Named Lectureships can be paid in one or more payments within a five year period. The lecture will be held one year after gifts to the endowment total at least \$50,000. This allows the gift funds to be invested and to earn income that can be applied to the Lectureship. For example, using the Foundation's spending rate of 4%, an initial gift of \$50,000 will typically provide \$2,000 towards the lectureship after twelve months, and will be made available in the academic semester following the twelve-month period.

Establishment and naming of a lectureship is generally coordinated with the Provost, School or department in conjunction with a gift or pledge from a donor(s) and the needs and opportunities of the University.

MEMORIAL AND IN HONOR OF GIFTS

Memorial and In Honor of Gifts (Unrestricted and Restricted): No Minimum

Any gift to the University may be made in memory of or in honor of an individual.

Individuals for whom a gift is made in honor or in memory are listed in the University's annual report of giving. Gifts in honor or in memory of an individual may be unrestricted or designated according to the guidelines set forth in this document.

For gifts made in memory of alumni, faculty and staff, please contact the Office of Development and Alumni Affairs for a consultation.

FACILITIES

Naming of New and Existing Facilities

In special situations Stockton will consider naming new or existing facilities in honor of those whose gifts have had an extraordinary impact on the University. This recognition is lasting and an affirmation of the donor's partnership with the University's mission. Any proposal to name a facility must have the approval of the President before discussion with the potential donor, and is ultimately subject to approval by the Board of Trustees.

Naming Existing Facilities

Case-by-case basis

Existing facilities -- classrooms, labs, student or faculty spaces, for example -- may be named in recognition of exceptional philanthropy to the University's empowerment. The naming of these spaces or facilities should be discussed in advance with members of the University's development staff. Pledges that include naming recognition should be paid in one or more payments within five years of the pledge date; naming will take place after at least 50% of the gift has been received

Naming New and Renovated Facilities

Case-by-case basis

There are many opportunities for naming new and renovated facilities at Stockton; donors who want to make capital gifts toward those projects should consult a member of the Development Office staff. Pledges that include naming recognition should be paid in one or more payments within five years of the pledge date; naming will take place after at least 50% of the gift has been received. Planned gifts may not be included for naming rights for new or renovated facilities projects.

PLANNED GIFTS

Planned giving provides a way for donors to enjoy tax advantages, and sometimes income benefits, while contributing to the future of Stockton. There are several types of planned gifts that can benefit the University, including: bequests in your will or trust, retirement plan gifts, life insurance gifts, life income gifts, life income plans, retained life estates, and charitable lead trusts.

Irrevocable deferred gifts (such as charitable gift annuities) are reported separately from outright gifts. A donor 70 or older who makes an irrevocable planned gift will receive gift credit at the face value of the gift. A donor younger than 70 will be credited at the discounted present value of the gift.

Revocable planned gifts (such as documented bequest intentions) are reported separately from outright gifts and irrevocable deferred gifts. A donor 70 or older who makes a revocable planned gift will receive gift credit at the face value of the gift. A donor younger than 70 will be credited at the discounted present value of the gift.

**A donor who wishes to make a gift of life insurance must contact the Office of Development. The University gives full credit for the value of the policy if the donor is over the age of 70 and if the University Foundation is the owner and sole beneficiary.*

- *If the University Foundation sells the policy, the proceeds go to unrestricted expendable unless specifically designated otherwise.*
- *If the University Foundation keeps the policy, it remains a bequest intention.*
- *In most instances, the University Foundation keeps the policy as long as the donor continues to make the premium payments. The University Foundation pays the insurance company; the donor reimburses the University Foundation for these premium payments and those reimbursements are recorded in a separate restricted expendable fund named "donor name life insurance premiums fund" (operates like a pass-through fund; gift in, with attached budget line for payment). These funds have a gift type "Life Insurance" to distinguish them from other gift funds.*
- *If the donor ceases to make premium payments, the University Foundation may sell the policy and void the pledge.*

APPROVED BY FOUNDATION BOARD OF DIRECTORS, 5/14/09