

TRINITY INTERNATIONAL UNIVERSITY

TIU POLICY: Gift Acceptance Policy
TIU POLICY #: P-500
STATUS: Approved, September 2013
Updated, August 2015

I. PURPOSE:

The purpose of this policy is to ensure that the acceptance of charitable contributions is mutually beneficial to both the donor and to Trinity International University (University).

II. SCOPE:

This policy applies to all members of the University community.

III. POLICY:

A. Gift Acceptance Committee

The Gift Acceptance Committee is charged with the responsibility of setting policy for receiving charitable contributions, properly reviewing any potential contributions, and making recommendations to the President on acceptance when appropriate.

The Gift Acceptance Committee consists of:

- A senior management representative from University Advancement as determined by the Chief Advancement Officer;
- A senior management representative from the Business Office as determined by the Chief Financial Officer;
- Any additional representative(s) as deemed appropriate by the Chief Advancement Officer and/or the Chief Financial Officer;
- Legal counsel as deemed necessary.

B. Conflict of Interest

The University will seek to avoid any conflict of interest for the donor or the University when considering the acceptance of a charitable contribution.

C. Restrictions on Contributions

The University will accept unrestricted charitable contributions and contributions for specific programs and purposes, provided that such contributions are consistent with the University's mission, values, purposes, policies, and priorities. The University reserves the right to not accept contributions that are too restrictive, which may include those that violate the terms of the corporate charter, contributions that are too cumbersome to be properly administered, or contributions that might hinder the advancement of the University's mission.

D. Refunds

The University does not refund charitable contributions except when it would be in the best interest of both the University and the donor, as determined by the Gift Acceptance Committee.

E. Acceptance Contingent Upon Formal Agreement

Some contributions will require a formal agreement before they are accepted, as determined by law or the Gift Acceptance Committee.

F. Matching Contributions

The University may accept matching contributions from a donor's employer or the employer of a donor's spouse. The University will follow all the guidelines set forth by the employer. It is possible that contributions will not be accepted (see Restrictions of Contributions above).

G. Contribution Minimums

Some types of contributions may only be accepted if they meet minimum thresholds for amount and/or age of the youngest beneficiary.

H. Acknowledgement

Acknowledgement of all contributions made to the University and compliance with current IRS requirements are the responsibility of the University Advancement Office.