

THE TEXAS A&M UNIVERSITY SYSTEM HEALTH SCIENCE CENTER RULES

21.05.01.Z1 Gift Acceptance

*Approved by the HSC Executive Committee on March 4, 2009
Revised May 18, 2011*

Supplements System Policy 21.05 and System Regulation 21.05.01

1. GENERAL PURPOSE

Current and deferred gifts are solicited from individuals, corporations, and foundations to secure the future growth and mission of The Texas A&M University System Health Science Center (HSC). This rule governs the acceptance of gifts by the HSC and provides guidance to prospective donors and their advisors when making gifts to the HSC. The provisions of this rule shall apply to all gifts received by the HSC for any of its programs or services in accordance with the related policies and regulations of The Texas A&M University System (System) and applicable statutes and Internal Revenue Service (IRS) regulations.

The HSC reserves the right to refuse gifts from people, companies or foundations whose activities or intentions may conflict with the mission of the HSC. No gifts shall be accepted which will knowingly cause harm or be contrary to the best interests of the donor or the HSC.

The HSC urges all prospective donors to seek the assistance of personal legal and financial advisors in matters relating to their gifts and the resulting tax and estate planning consequences.

2. DONOR BILL OF RIGHTS

The HSC adopts the Donor Bill of Rights developed by: American Association of Fundraising Counsel (AAFRC), Association for Healthcare Philanthropy (AHP), Council for Advancement and Support of Education (CASE), and Association of Fundraising Professionals (AFP).

Donor Bill of Rights

Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect in the not-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

- I. *To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.*

- II. *To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities.*
- III. *To have access to the organization's most recent financial statements.*
- IV. *To be assured their gifts will be used for the purpose for which they were given.*
- V. *To receive appropriate acknowledgement and recognition.*
- VI. *To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.*
- VII. *To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.*
- VIII. *To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.*
- IX. *To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.*

3. GIFT ACCEPTANCE

The president, or designee, shall review all gifts in accordance with System Policy 21.05, *Gifts, Donations, Grants, and Endowments* and System Regulation 21.05.01, *Gifts, Donations, Grants, and Endowments*, prior to acceptance.

All donations should be made payable to the Texas A&M Health Science Center Foundation (or HSC Foundation) and shall be designated to the appropriate HSC component and/or project. Any gifts made payable directly to the HSC must be deposited in a HSC account unless accompanied by a letter authorizing deposit by the HSC Foundation. Authority to accept gifts on behalf of the HSC Foundation and the HSC shall be given to the Vice President for Institutional Advancement (VPIA) unless otherwise stated. Acknowledgement of all gifts made to the HSC and compliance with the current IRS requirements in acknowledgment of such gifts shall be the responsibility of the HSC.

4. RESTRICTIONS ON GIFTS

The HSC will accept unrestricted gifts, and gifts for specific programs and purposes, provided that such gifts are not inconsistent with its stated mission, purposes, and priorities. The HSC will not accept gifts that are too restrictive in purpose. Gifts that are too restrictive are those that violate the policies of the System, gifts that are too difficult or expensive to administer, or gifts that are for purposes outside the mission of the HSC. All final decisions on the restrictive nature of a gift, and its acceptance or refusal, shall be made by the VPIA and/or president in accordance with System policies.

5. PLEDGES

A gift in cash or securities must be received at the time of the pledge in order to establish the endowed or non-endowed account. The amount of the pledge must be clearly specified in writing along with a clearly defined payment schedule. The donor may not proscribe

contingencies or conditions. Pledges are to be completed within five years. Gifts of over \$5 million may extend over a longer period of up to seven years with the approval of the VPIA and president. Multi-million dollar pledges of \$5 million or more for capital construction may be discounted to reflect the time-value of money.

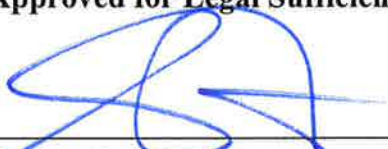
Annual fund pledges are usually for amounts less than \$1000 and for periods of one year or less. Oral pledges will not be recognized or recorded until either a signed pledge card or a letter of intent is received by the OIA.

OFFICE OF RESPONSIBILITY

Vice President for Institutional Advancement

System Approvals*

Approved for Legal Sufficiency:

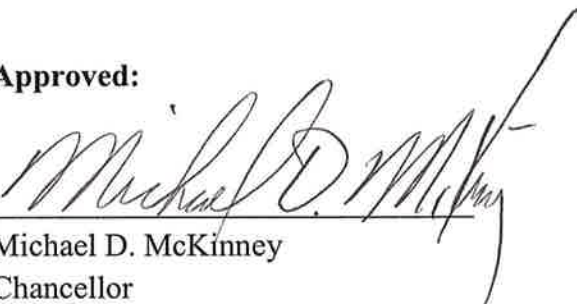


Andrew L. Strong
General Counsel

5/31/11

Date

Approved:



Michael D. McKinney
Chancellor

6/2/11

Date

***System approvals are contingent upon incorporation of any and all System-required changes in the rule's final posting.**