

**University of Florida Foundation, Inc.**  
**Non-endowed Funds**

Policy #: 5.03  
Effective Date: September 8, 2007  
Responsible Department: Finance and Accounting

1. **PURPOSE**

To provide guidance for the establishment and management of non-endowment funds.

2. **APPLICABILITY**

All non-endowed funds held by UFF.

3. **POLICY**

A new non-endowed fund should only be established for a unique purpose and should be expected to be used for at least two years.

To reduce the number of UFF funds to be administered, new gifts often may be placed in existing funds and still fulfill the intent of the donor or a specific need. It is recommended that a non-endowed fund be established only if there is reasonable belief that the fund will receive at least \$2,000 in gifts over a short time period (generally five years or less) and the fund's use is not limited to a single event.

Non-endowed funds will be invested in accordance with the UFF Investments Policy and fees will be assessed and collected in accordance with the UFF Fee policy. Earnings over the amount of any fees will be credited to the individual funds.

4. **CLARIFICATION**

Requests for clarification of this policy should be sent the Associate Controller ([awest@uff.ufl.edu](mailto:awest@uff.ufl.edu) or [rsettle@uff.ufl.edu](mailto:rsettle@uff.ufl.edu)).

Certified as approved by the Executive Committee of the UFF Board of Directors on:  
September 8, 2007.



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Susan G. Goffman, Secretary

Revision history: Original version