

University of Florida Foundation, Inc.
General Provisions for Gifts

Policy #: 2.02
Effective Date: September 8, 2007
Responsible Department: Administration

1. **PURPOSE**

To provide for guidelines and general policies regarding gifts for the benefit of the University of Florida.

2. **APPLICABILITY**

All gifts on behalf of the University and its colleges/units and affiliated entities.

3. **POLICY**

The fundraising program of UF encompasses all gift solicitations on behalf of the University and its colleges/units or affiliated entities. All fundraising on behalf of the University shall be conducted in accordance with the UFF Code of Ethics and these policies.

All bequests or other gifts of \$100,000 or more received for the benefit of UF are presumed to be used either to establish either endowed funds or to fund capital projects (with appropriate permanent recognition), unless specific documentation to the contrary is available. Other proposed uses for such funds must be specifically approved by the UF President.

The administration of all gifts for the benefit of the University is the responsibility of UFF. UFF fund management and financial policies are overseen by the UFF Board of Directors through UFF's Finance Committee.

Gifts will be invested in accordance with UFF policies, and donors may not control the investment of specific gifts. This is particularly true in cases where the donor wishes to direct that specific investments be made or that a specific investment manager be used. Gifts will be invested in accordance with the Investment Policy.

UFF Gift Processing will record all gifts, deposit gifts into the proper funds, and issue gift receipts to donors.

The University President, the Executive Vice President, and the UFF Board of Directors

each retain the right to approve or disapprove any naming or to return a gift to a donor, in serving the best interests of the University.

4. **CLARIFICATION**

Requests for clarification of this policy should be sent to the Associate Vice President/COO (lbram@uff.ufl.edu).

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

A handwritten signature in black ink, appearing to read "Susan G. Goffman". The signature is written in a cursive style with a large, stylized initial "S".

Susan G. Goffman, Secretary

Revision history: Original version