

**University of Florida Foundation, Inc. (UFF)
Additional Gift Vehicles**

Policy #: 5.07
Effective Date: March 1, 2019
Responsible Department: Finance and Accounting

1. PURPOSE

To allow additional gift vehicles for donors and provide for the responsible management of such funds.

2. APPLICABILITY

All gifts held by UFF, in the pooled income fund, the Tigert Fund, or the Horizon Fund.

3. POLICY

Pooled Income Fund

The minimum initial gift to UFF's pooled income fund is \$5,000 in cash or publicly-traded securities. Additional gifts may be made in minimum increments of \$1,000. This fund is directed toward younger participants (ages 40-55) and will seek to maximize growth for a period of ten to fifteen years. All gifts made to the pooled income fund are governed by a written agreement between the donor or donors and UFF.

Tigert Fund

The Tigert Fund provides the donor with the privilege of making recommendations to the Tigert Fund Advisory Committee with respect to disbursement of the fund assets to various U.S. charities. The donor may also recommend to the Advisory Committee the transfer of fund assets from the Tigert Fund to another account at UFF where such assets will be used for the benefit of UF. Each donor advised fund is a component fund of the Tigert Fund.

The Tigert Fund shall be managed by an Advisory Committee consisting of no fewer than three members selected by the UFF Chair.

All gifts to the Tigert Fund must have a signed fund agreement between UFF on behalf of the Tigert Fund and the donor, clearly stating the final authority of the Tigert Fund Advisory Committee and the investment policies of the Tigert Fund. IRS requires that the final decision for disbursement of the funds rest with the Advisory Committee of the Tigert Fund.

The minimum amount required to establish a donor advised fund at the Tigert Fund is \$50,000. Additional contributions to the fund must be at least \$10,000.

Gifts to the Tigert Fund of cash or readily marketable securities may be made without further approval by the Advisory Committee. The acceptance of any other types of assets shall be in the sole discretion of the Advisory Committee. If the approved asset gifted to the Tigert Fund is non-cash, the donor must also provide sufficient cash to cover the carrying costs of the asset until liquidation.

An administrative fee will be assessed quarterly against the market value of the Tigert Fund investment pool, in accordance with Policy 5.04 Fee Assessment.

No development investment fee will be assessed at the time of the original contribution to the Tigert Fund, but will be assessed on that portion of each contribution transferred from the Tigert Fund for the benefit of UF. This fee will be equal to the Foundation's development investment fee in accordance with Policy 5.04 Fee Assessment.

Each donor's gift will be invested in the Tigert Fund pool in accordance with Policy 5.25 (Investments).

At least 50% of each contribution to the Tigert Fund and any investment growth attributable to that 50% must be reserved for transfer from the Tigert Fund to a UFF account for the benefit of UF for the purposes as are outlined in the Fund Agreement, if any, or if none, for UF's general purposes.

The Tigert Fund shall make disbursements from the balance of the fund not already allocated to UFF to qualified 501(c)(3) charities organized and operating in the United States of America. The donor may recommend appropriate disbursements to the Advisory Committee *at any time* during the duration of the term of the fund. Such disbursements shall only be made by the Tigert Fund on the first day of each month. All recommendations for disbursements must be in writing and received by the Advisory Committee no later than the fifteenth day of the month prior to the requested disbursement date. All recommendations must be for disbursements in amounts equal to or greater than \$1,000. No disbursements shall be made to an organization in exchange for goods or services or to fulfill a legally binding pledge of the donor. All disbursements from donor advised funds must legally be made as contributions with no goods or services received in exchange: *for example, gifts from donor advised funds cannot be used for memberships or for tickets or tables for fundraising events*, in accordance with IRS regulations.

Disbursements shall not be made to private foundations within the meaning of that term in section 509(a) of the Internal Revenue Code.

The donor, or his or her designee, may from time to time advise the Tigert Fund in writing regarding the disbursements of income and principal from the donor advised fund

of the donor. The donor may designate in writing one family member to advise the Tigert Fund of disbursements of fund income and principal. This person may be replaced at any time by a subsequent written authorization signed by the donor.

The donor advised fund shall terminate at the earlier of the donor's death (or in the case of two donors, the death of the surviving donor) or twenty years from the establishment of the fund. When the fund is terminated all remaining assets in the fund not otherwise designated shall be disbursed to UFF for the purposes outlined in the Fund Agreement, if any, or if none, for UF's general purposes.

The Tigert Fund shall issue an annual report to each donor which will include the market value of the assets in the fund of the donor and all contributions and disbursements during the period covered by the report.

Horizon Fund

The Horizon Fund has been established for donors who wish to make a gift to UFF for the benefit of UF but have not yet determined a purpose for the gift

All gifts to the Horizon Fund must eventually be designated solely for the benefit of UF.

Gifts may stay in Horizon Fund for the shorter of five years or until the death or adjudication of incompetency of the donor. If the donor fails to designate his or her Horizon Fund account within this time period, then the gift shall be used for the best interests of UF as determined by the President of the University, in the President's sole discretion.

The minimum amount for a Horizon Fund gift is \$30,000. Horizon Fund gifts shall be invested in accordance with Policy 5.25 Investments.

No development investment fee will be assessed at the time of the original contribution to the Horizon Fund. Additionally, no administrative fee will be charged while the gift is in the Horizon Fund. The development investment fee will be assessed when the ultimate purpose is determined and the gift is transferred from the Horizon Fund to a restricted UFF fund for the benefit of UF.

Gifts to the Horizon Fund may not be used in any manner that would result in the donor receiving a return benefit. For example, Horizon Fund gifts may not be used to purchase tickets for UF athletic events or for tickets to fundraising events with a *quid pro quo*.

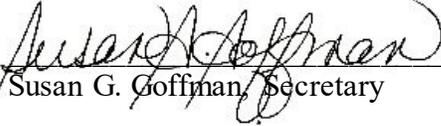
The donor and UFF will document the ultimate use of the gift in writing once that determination has been made.

UFF will issue an annual report for the Horizon Fund to each donor which will include the market value of the assets in the fund of the donor.

4. **CLARIFICATION**

Requests for clarification of this policy should be sent to financeandaccounting@uff.ufl.edu.

Certified as approved by the Executive Board on March 1, 2019.



Susan G. Goffman, Secretary

Revision history: Original version
Revised March 1, 2019
Updated January 3, 2020