

SUBJECT: UCF Foundation Donor Recognition	Effective Date: 07-13-11	Policy Number: 2-206.1	
	Supersedes: 2-206	Page 1	Of 3
	Responsible Authority: UCF Foundation Chief Executive Officer and UCF Foundation Chief Development Officer		

DATE OF INITIAL ADOPTION AND EFFECTIVE DATE: 01-18-06

APPLICABILITY/ACCOUNTABILITY:

The University of Central Florida Foundation's policy relating to donor recognition extends to all university employees and donors.

BACKGROUND INFORMATION:

The Foundation is a tax-exempt charitable organization under Section 501(c)(3) of the Internal Revenue Code and a DSO of the University of Central Florida. The Foundation raises funds to provide the university with resources for scholarships and to provide the university with support to supplement its programs.

The backbone of long-term relationships is the consistent and timely stewardship that provides recognition to donors for gifts to the university. The Foundation will acknowledge the commitment and generosity of any donor who supports the university with a gift received by the Foundation.

POLICY STATEMENT:

The Foundation is responsible for the applicable donor recognition for gifts to the Foundation to benefit the university. It is the Foundation's policy to recognize donors in a timely and consistent manner. See the Foundation's Donor Recognition Policies for additional details.

DEFINITIONS:

CDO. The Associate Vice President for Development and the Chief Development Officer of the University of Central Florida Foundation, Inc.

CEO. The Vice President of Alumni Relations and Development and the Chief Executive Officer of the University of Central Florida Foundation, Inc.

Donor. Person or entity that makes a contribution to the Foundation to benefit University of Central Florida.

DSO. This type of entity is a direct support organization of the University of Central Florida, which is organized for the benefit of the university as described in [Florida Statutes Section 1004.28](#).

Foundation. University of Central Florida Foundation, Incorporated

Gift. An irrevocable transfer of personal property (e.g., cash, securities, books, equipment) or real property by a donor, for the charitable purpose designated by the donor. A gift is voluntarily transferred by a donor to the Foundation without compensation. There must be donative intent by the donor; therefore, the donor must release control over the gift. In addition, to have donative intent, there should not be any substantial benefit transferred to the donor in return for the gift.

RELATED DOCUMENTS:

UCF Foundation Donor Recognition Policy

<https://app.policyiq.com/FoundationUCF/Default.aspx?Key=092daca4-c94d-475e-96f6-3a2d4b603766>

Other UCF Foundation policies

<https://app.policyiq.com/FoundationUCF/Default.aspx?Key=092daca4-c94d-475e-96f6-3a2d4b603766>

CONTACTS:

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INITIATING AUTHORITY: Vice President of Alumni Relations and Development

POLICY APPROVAL	
(For use by the Office of the President)	
Policy Number: 2-206.1	
Initiating Authority: <u>[Signature]</u>	Date: <u>5/23/11</u>
Policies and Procedures Review Committee Chair: <u>[Signature]</u>	Date: <u>8-23-11</u>
President or Designee: <u>[Signature]</u>	Date: <u>8/29/11</u>