



UNIVERSITY OF OREGON  
FOUNDATION

<b>GIFT MANAGEMENT POLICY</b>		<b>NUMBER:</b>	GM-04-2009
<b>SUBJECT:</b>	<b>GIFT ASSESSMENTS</b>		
Effective date:	November 8, 2011	Replaces policy date:	April 12, 2011

**PURPOSE:**

To establish the authority to levy assessments on gifts for the benefit of the University of Oregon

**POLICY:**

The Foundation will levy assessments on gifts for the benefit of the University of Oregon as requested by the University Vice President of Development and approved by the Board of Trustees.

**PROCEDURE:**

Assessments:

Upon receipt of a gift, the Foundation will levy an assessment based upon the gift value according to the current approved schedule provided by the University Vice President of Development. An assessment may be waived on a particular gift only with written approval from the University Vice President of Development.

Outright gifts and pledge payments to an endowment established prior to July 1, 2009 are assessed at 3%.

Gifts of real property are assessed upon receipt of net proceeds from sale based upon final fund type.

Deferred gifts are assessed upon maturity based on the designated bequests and distributing trusts rate.

Interim fund gifts are assessed upon conversion determination based on final fund type.

When a gift document specifies an assessment rate, that rate will be honored and will remain in effect for all subsequent gifts.

Exempted Classes of Gifts:

No gift assessment will be levied on (i) any gift to a Capital Fund, President's Fund and Parent's Fund, and (ii) grants.

**DEFINITIONS:**

Capital Fund: an Expendable Fund (funds are fully expendable; the only restriction is on purpose) for building or reconstruction projects

**RESPONSIBILITIES:**

Chief Compliance Officer: coordinate receipt of schedule from University Vice President of Development

**FORMS/DOCUMENTS:**

Gift Valuation and Receipting policy, GM-03-2009