

<h1>Gift Acceptance Policy</h1>	Policy Sponsor: Board of Governors	Approval Date: November 29, 2017
	Responsible Unit: Office of Advancement	Revisions:

A. BACKGROUND AND PURPOSE

The University recognizes that philanthropic support is vital to advancing its mission and enhancing its programs and services, and it welcomes gifts from individuals and organizations. The University is committed to ensuring that its gift acceptance policy and procedures accord with its high ethical standards and commitment to the fundamental values of institutional autonomy and academic freedom.

The Gift Acceptance Policy creates a framework for the review and acceptance of gifts to the University and any of its affiliates while ensuring:

- a) the University's reputation, autonomy and academic freedom of its members is protected;
- b) the University maintains transparent and ethical relations with donors; and
- c) the University handles gifts in compliance with the requirements of any applicable legislation.

D. POLICY

1. Solicitation and acceptance of gifts or on behalf of the University or any of its academic, service or support units shall be made in accordance with this Policy and Procedures and any approved guidelines and protocols
2. The Office of Advancement must be consulted by faculty, staff, students, alumni, volunteers other representatives wishing to raise funds for the University prior preliminary discussions with potential donors.
3. The University may accept t

F. PROCEDURES

1. The Office of Advancement will coordinate the negotiation and development of ~~terms~~ conditions for a gift agreement and will consult with representatives of the potential receiving faculty, department, unit/affiliate, or others, as appropriate, during the gift acceptance process to ensure that:
 - a. none of the conditions set out in Section ~~2.5~~ are present;
 - b. the proposed gift is consistent with this Policy, ~~any~~ institutional requirements and any applicable legislation and regulations;
 - c. the donor's intent and direction is consistent with the University's mission and priorities;
 - d. the donor's intent and direction is clearly understood and documented;
 - e. the gift does not expose the University to potential liability;
 - f. the proposed gift has received the appropriate University review and approval.
2. The Office of Advancement will request advice from other university units as appropriate to address any insurance, legal or other issues that may be posed by the particular gift.
3. Where the proposed gift has any unusual characteristics or conditions or where the donor seeks to provide an advisory role in the project or program the Vice President Advancement may refer the matter to the Gift Acceptance Committee for consideration and advice.

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