

PM 2015-03
Dr. Willie J. Hagan
President

Supersedes PM 12-03

Gift Acceptance Policies

The Division of University Advancement and the California State University, Dominguez Hills Philanthropic Foundation (CSUDHPF) are responsible for raising and managing private donations for California State University, Dominguez Hills (CSU Dominguez Hills). University Advancement provides specialized fund raising support and services, and is responsible for the acceptance and receipting of all gifts. The CSUDHPF has the responsibility of managing and administering contributions on behalf of the University and its related organizations.

CSUDHPF encourages the solicitation and acceptance of private donations made to CSU Dominguez Hills for purposes that will enhance the educational environment and further fulfill its mission. It is through philanthropic giving, that an additional margin of excellence can be offered so that CSU Dominguez Hills faculty can have better teaching and research tools and students can have the best possible support to ensure their academic success. It is also through giving that alumni, as well as the business and philanthropic community, can become personally invested in CSU Dominguez Hills and partner in its growing success.

At CSU Dominguez Hills, a gift is defined as an irrevocable transfer of personal or real property. For this transfer to be considered a donation, and the donation can take many forms (cash, appreciated securities, real property, etc.), the donor must divest him/herself of all reasonable control. The recording and management of pledges and gifts will be performed in accordance with the policies and procedures set forth by the Council for the Advancement and Support of Education (CASE), the California State University (CSU), and all other governing bodies.

For a gift to qualify for a charitable tax deduction, it must be made to CSUDHPF; a registered 501 (c) (3) organization with the United States Department of the Treasury as well as the State of California. All Donations must first go to the Office of Development for recording and processing prior to deposit in the appropriate account(s).

Gifts that may expose the University to adverse publicity, require expenditures beyond our resources, involve the University in unexpected responsibilities because of their source, condition or purpose, or are not consistent with our mission will not be accepted.

By virtue of this memo, pursuant to the requirements of the Chancellor's Office EO 676, authority is delegated to the Vice President of University Advancement to accept and receipt gifts, bequests, and donations on behalf of CSU Dominguez Hills. In acting pursuant to the delegation, due diligence must be performed to ensure that all gifts accepted by the campus will aid in carrying out the primary functions of CSU Dominguez Hills. Further, all gifts, bequests, devises, and donations which are accepted must be used in accordance with restrictions specified by the donor. In the performance of these activities, CSU Dominguez Hills shall adhere to the spirit as well as the letter of all applicable laws and regulations.

Date: 7/28/2015

Signature:  _____

Dr. Willie J. Hagan
President
California State University, Dominguez Hills