

APPROPRIATIONS AND REVENUE SOURCES  
GRANTS, FUNDS, DONATIONS FROM PRIVATE SOURCES

CAM  
(LOCAL)

**Gifts**

Any gift with a cost or market value of \$10,000 or more or any gift of real property shall require Board approval. The Chancellor shall make recommendations to the Board regarding the acceptance of the gift. The authority to accept gifts with a value greater than \$10,000 shall be vested solely with the Board. The Chancellor or designee shall have the authority to accept gifts on behalf of the College District with a value under \$10,000. The Chancellor shall inform the Board on a regular basis of all accepted gifts.

Criteria for  
Acceptance

The College District shall not accept any gift that would violate or conflict with policies of or actions by the Board or with federal or state law. The College District shall not accept gifts that discriminate against any person on the grounds of sex, gender, race, color, religion, national origin, age, or disability. The College District shall not solicit nor accept a grant, gift, fund, donation, or any item or service of value from a manufacturer, distributor, or retailer whose principle business is tobacco, smoke, or nicotine vapor products and devices.

Before the Chancellor accepts a gift or recommends acceptance of a gift to the Board, as applicable, the Chancellor shall consider whether the gift:

1. Has a purpose consistent with the College District's educational philosophy, goals, and objectives;
2. Places any restrictions on a campus or College District program;
3. Would support a program that the College District may be unable or unwilling to continue when the donation of funds is exhausted;
4. Would result in ancillary or ongoing costs for the College District;
5. Requires employment of additional personnel;
6. Requires or implies the endorsement of a specific business or product [see GE for advertising opportunities];
7. Would result in inequitable funding, equipment, or resources among College District schools or programs;
8. Obligates the College District or a campus to engage in specific actions; or
9. Affects the physical structure of a building or would require extensive maintenance on the part of the College District.

APPROPRIATIONS AND REVENUE SOURCES  
GRANTS, FUNDS, DONATIONS FROM PRIVATE SOURCES

CAM  
(LOCAL)

Upon Acceptance      Once accepted, a gift becomes the sole property of the College District.

**Solicitations**

An employee who solicits gifts on behalf of the College District or to use in the fulfillment of his or her professional responsibilities shall comply with relevant state and federal law and College District policy and regulations, including those addressing the use of names or images of the College District, campuses, employees, or students.

All donations solicited on behalf of the College District, including solicitations in the name of the College District or a campus, or donations solicited using College District or campus resources, become the sole property of the College District for use consistent with the terms of the solicitation.

Any bequests, gifts, or donations made by a donor totaling at least \$10,000 within the calendar year shall be acknowledged.

The Board retains authority to make exceptions to this policy upon recommendation of the Chancellor.

**Naming Recognition**

The College District may honor and recognize outstanding support of the institution by individuals, families, organizations, foundations, or corporations by the naming of facilities, property, scholarships, and endowments that support its mission.

The Board shall have the authority to reject any gift, including real property or financial donation, for any reason as a matter of absolute discretion.

The Board retains the exclusive authority to name all College District facilities, property, scholarships, and endowments. Recommendations shall be submitted and vetted in accordance with administrative regulations.

The Board may remove or change a name for any reason at any time. The closure or demolition of a facility or renovation of space may result in termination of the named recognition. Should this occur, an appropriate form of recognition may be provided. The name may also be forfeited if actions of the contributor or named entity call into question the public respect of the College District.

A new building shall be one that is one- to five-years-old, and a current building shall be one that is six-years-old or older. The naming of a new or current building, including rooms within a new or current building, may require a financial donation.

APPROPRIATIONS AND REVENUE SOURCES  
GRANTS, FUNDS, DONATIONS FROM PRIVATE SOURCES

CAM  
(LOCAL)

The Board shall not be bound by representations, promises, or guarantees by individual Board members, foundation board members, or employees of the College District or foundation regarding naming rights and opportunities. To the extent permitted by law and out of respect for the individuals, corporations, or organizations who may be recommended for naming rights or who may be proposing to invest in a particular naming opportunity, the nominating process and related deliberations shall be held in confidence until such time as the Chancellor presents a recommendation to the Board. The decisions of the Board shall be final.

Solicitation

The Chancellor, in consultation with the College District foundation board, shall provide prior approval before initiation of any proposed development campaign to solicit private donations to name a building or other College District property. This proposed development campaign shall include elements of the campaign, property designated for naming, nature of the private donation, and other relevant information. Prior approval by the Chancellor, in consultation with the foundation board, shall also be required when donations are solicited from an individual who wishes to name a building or other College District property. During the development process, the request shall be treated confidentially, and possible naming commitments shall be reviewed carefully for full compliance with applicable laws and ethical principles.

Type of Gifts  
Accepted

The following gifts may be accepted for the naming rights of a college facility or property:

1. Cash;
2. Stock;
3. Land;
4. Pledges (may be paid over a two- to five-year period); and
5. Assets (to be reviewed on a case-by-case basis).

Plaques on New or  
Remodeled College  
District Facilities

Any plaque to be placed on a new or remodeled facility shall include the following information:

1. Date of facility's dedication or rededication;
2. Board officers and members as of the date of dedication or rededication;
3. Chancellor as of the date of dedication or rededication;
4. Architectural firm(s) responsible for the final design of the facility;

APPROPRIATIONS AND REVENUE SOURCES  
GRANTS, FUNDS, DONATIONS FROM PRIVATE SOURCES

CAM  
(LOCAL)

5. Construction firm(s) responsible for the substantial final completion of the facility; and
6. Additional information as identified by the Chancellor.

Naming Opportunity  
Agreement

The naming opportunity agreement shall consist, at a minimum, of the following elements:

1. The amount donated;
2. The balance to be donated (if applicable);
3. The term of payments;
4. The type of gift;
5. The nature and duration of recognition;
6. The terms and procedures for rescission of recognition;
7. The signature of the donor; and
8. The signature of the Chancellor.

The Chancellor shall be responsible for ensuring the naming opportunity agreements are implemented.