



Applies to: Faculty, staff, donors of The Ohio State University, and donors of The Ohio State University Foundation

**Responsible Office**

**University Advancement**

**POLICY**

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Generous donors support the students, faculty, staff, programs, and facilities that enable The Ohio State University to be a flagship public research university, a leader in scholarship, and a change agent for improving lives around the world. The university is committed to maintaining the highest levels of stewardship in handling **gifts** to and for its benefit. This policy governs the types of gifts the university and **The Ohio State University Foundation (foundation)** may accept, as well as how and by whom proposed gifts will be evaluated and processed.

**Purpose of the Policy**

To maintain the highest levels of stewardship, to ensure all gifts further the university’s and the foundation’s mission, and to comply with state and federal laws and reporting requirements.

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**Definitions**

Term	Definition
Contract	An agreement between the university or foundation and another party wherein the university or foundation agrees to provide specific goods or services in exchange for compensation. Contracts are not gifts or philanthropic grants.
Endowment funds	Funds that are invested and have been permanently restricted by the donor to be used in perpetuity, with annual distributions to be used as prescribed by the donor.



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Term	Definition
Gift	An irrevocable transfer of personal property (e.g., cash, securities, books, equipment) or real property (e.g., land, buildings) by a donor, either outright or through a planned/deferred gift vehicle, for the charitable purpose designated by the donor and without expectation of a tangible or direct economic benefit to the donor, with the exception of tax benefits and life income in the case of planned/deferred gifts. A gift implies no responsibility to provide the donor with a product, service, technical or scientific report, or intellectual property. This policy divides gifts into three types: complex gifts, outright gifts, and planned/deferred gifts.
Complex gifts	Gifts that require special review and consideration before the university or foundation will agree to accept such gifts.
Gift in Kind / tangible personal property	Any gift of property that is not real property, including, but not limited to, animals, art, automobiles, books, computers, food for an event, machinery, medical equipment, and intellectual property.
IRA charitable rollover	A transfer of funds from a donor’s traditional or Roth IRA account directly to the foundation. Also referred to as a “qualified charitable distribution.”
Real property	Any undeveloped or developed land as well as the property attached directly to such land, including both residential and commercial property (e.g., family homes, condominiums, apartment or commercial buildings, farms, and oil and gas interests).
Restricted Securities / Other business interests	Restricted Securities are thinly traded, non-publicly traded, closely held, or unmarketable securities, and other business interests are ownership interests in non-corporate business entities, such as partnerships and limited liability companies.
Outright gifts	Gifts that do not require special handling by the university or the foundation and are processed by the Advancement Records office without further consultation.
Cash	Banknotes, coins, checks, credit card payments, money orders, bank drafts, payroll deductions, electronic funds or wire transfers, and any other ready money equivalent. Cash gifts do not include any form of alternative currency (including cryptocurrency such as Bitcoin) that cannot be easily and immediately redeemed for cash.
Donor-Advised Fund	A charitable giving vehicle maintained by a public charity that allows a donor to make a contribution to that charity and receive an immediate tax deduction, and then recommend grants over time to any IRS-qualified public charity, including the foundation.
Matching gift	A gift that is made contingent on another donor’s gift. Matching gifts are generally made by companies that agree to match gifts made by that company’s employees, officers, and/or directors.
Philanthropic grant	The voluntary transfer of money, services, or property from a donor organization to support a particular university project that is generally an award received as the result of a written proposal. There is oftentimes a requirement that an accounting and/or report will be provided to the donor at the end of the project, but the donor has no expectation of receiving a direct economic benefit or the return of any goods or services in exchange for a philanthropic grant. Philanthropic grants do not normally require a detailed budget be provided to the grantor, or detailed terms and conditions governing the expenditure of the granted funds or ownership of



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<b>Term</b>	<b>Definition</b>
	intellectual property, or involve work with human or animal subjects (grants with these types of requirements are generally sponsored research project grants).
Publicly traded securities	Any equity security traded on a national securities exchange.
Qualified sponsorship	Any payment of money, transfer of property, or performance of services by a company (“sponsor”) where there is no arrangement or expectation that the sponsor will receive any substantial return benefit, other than the use or acknowledgement of the name or logo (or product lines) of the sponsor’s trade or business. Sponsors may be corporations or other organizations that wish to sponsor a university event or initiative, such as a speaker series.
Planned/deferred gifts	Gifts that represent a donor’s present decision to make a future gift, as evidenced through a written gift instrument.
Bequest	A gift from a donor’s estate that is made by including language in the donor’s will or living trust indicating that the donor wishes to leave a portion of their estate to the university or the foundation. Bequests may be made for a specific amount, a percentage of the donor’s estate, or for all or a portion of what is left after other bequests have been made.
Charitable gift annuity	A contract between a donor and the foundation, whereby the donor transfers cash or property to the foundation in exchange for a partial tax deduction and a lifetime stream of income from the foundation.
Charitable lead trust (CLT)	An irrevocable trust that provides an income stream for the foundation for a term of years or the life of one or more individuals, with the remainder passing to a family member or other non-charitable beneficiary.
Charitable remainder trust (CRT)	An irrevocable trust that allows the donor and/or other beneficiaries to receive an income stream for a period of years or the life of one or more individuals, with the remainder of the assets passing to the university or foundation.
Life insurance policies	Contracts with insurance companies that, in exchange for premium payments, provide a lump-sum payment to named beneficiaries upon the insured’s death.
Pledge	A good faith commitment to make a gift to the university or foundation, as evidenced through a written gift instrument.
Retirement plan assets	Funds held in retirement savings accounts, such as 401(k), 403(b), IRA and other qualified retirement plans.
Quasi-endowment funds	Funds that have been restricted by the board of trustees to be invested in the long-term investment pool in order to provide income over a long period of time.
Sponsored research project	A type of research project that involves a reciprocal relationship between the grantor and the university or foundation, with each party giving and receiving something of relatively equal value in the transaction. Sponsored research projects include a statement of work to be performed by the university in exchange for something of value, such as data, results, or intellectual property, and require a written sponsored research agreement (e.g., a grant, contract,

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