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| SOUTHWESTERN COMMUNITY COLLEGE | BUSINESS SERVICES ENDOWMENTS FUNDS | Policy 7.02.07 |
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I. Establishing an Endowment

A donor may establish an endowment through a charitable donation given for the purpose of supporting the College's activities and mission when determined appropriate by the College President. The purpose of endowments established directly with the College rather than the SCC Foundation shall be to generate and use the income from the principal gift for programs or services in perpetuity. Endowments may be restricted or unrestricted in nature.

II. Endowment Administration and Requirements

Endowments will be developed by the College President and appropriate administrative personnel along with the SCC Vice President for Financial and Administrative Services and his/her designee. The Vice President for Financial and Administrative Services and his/her designee will oversee administration of the endowment(s). Income from an endowment fund may not be distributed until the endowment's principal reaches twenty thousand dollars (\$20,000.00). In order to qualify as an endowment, the minimum contribution must be fifteen thousand dollars (\$15,000.00) and the remainder must be pledged for payment within five years. If the endowment does not reach the required minimum within five years, pursuant to the written letter of understanding (see Section V), the fund will be transferred to a general endowment fund. All funds in the general endowment fund shall be, however, unrestricted in nature.

III. Endowment Investments

All endowment funds shall be invested in the State Treasurer's Short-Term Investment Fund. Interest and other investment earnings on the principal will be placed in corresponding restricted funds so that said earnings shall be spent towards the goal of the endowment.

IV. Naming the Endowment

Assuming the requirements pursuant to Section II are met, endowments established, either for restricted or unrestricted purposes, may be named in memory of, or in honor of, a loved one, friend or relative or in one or more individuals' names (e.g., such as a husband and wife).

V. Endowment Agreement

Following the final planning session with the donor(s), the College shall provide the donor with a written letter of understanding outlining the details of the endowment and the intent of the donor, if any.

Adopted: January 2006

Revised: October 27, 2015