



Major Changes to Note

- Capital assets no longer allowed to be purchased through the Foundation. Foundation Funds can still be used for fixed assets, but they must be sent from the Foundation to the University and the purchase must be completed through the University.
- Gift cards will no longer be paid for with Foundation funds.
- Added guidelines for splits between Departments, Colleges, and University for Naming Agreements.

Introduction and Structure

- Expanded explanations of JSUF's tax-exempt status and responsibility to use assets solely for charitable purposes.
- Reinforced encouragement for fund managers to contact Foundation staff with questions on fund use compliance.

Fund Types and Management

- Detailed definitions and minimum contribution requirements were added for all fund types (Endowed, Quasi-Endowed, Non-Endowed, etc.).
- New language added for documenting fund manager changes.

Gift Acceptance

- Enhanced guidelines on acceptable gifts and circumstances under which gifts may be declined, such as when a gift poses liability or fails to align with the Foundation's mission.
- Defined conditions for charitable contributions and their restrictions, such as prohibiting funds for specific individuals.
- New, detailed sections on specific gift types have been added (cash gifts, pledges, securities, gifts-in-kind, etc.)
- New section on quid pro quo contributions to provide further guidance on exchange transactions and their tax implications.

Gift Processing

- Strengthened check routing and handling policies, emphasizing timeliness and secure delivery within 2 business days and requiring a completed Gift Deposit Form.
- Updated chain-of-custody details for transparency.

Disbursement Guidelines

- Detailed new requirements for documentation, purpose clarification, and tax reporting, including stricter guidelines on receipt and expense substantiation.
- Clarified disbursement limits, rush request procedures, and fund transfer processes.
- Expanded list of disallowable expenses, including limits on luxury expenditures, first class tickets, fines, penalties, political contributions, personal gifts, cash advances, and gift cards.
- Refined policies for allowable fringe benefits, retirement gifts, and business entertainment.
- New guidelines on individual meal limits while traveling for work related activities.

Naming and Donor Recognition

- Enhanced guidelines for sponsorships, namesakes, and naming opportunities, including minimum contribution requirements and specific allocation percentages.
- Established standards for event hosting and donor appreciation, emphasizing ethical and transparent sponsorship relationships.