



## Gift Acceptance Policies and Guidelines

### **Introduction**

The Corporation of Haverford College, a 501(c)(3) organization, encourages the solicitation and acceptance of gifts to the Corporation of Haverford College (hereafter referred to as the College) for purposes that will help the College to further and fulfill its mission. It is the Corporation that receives gifts by law. The following policies and guidelines govern acceptance as well as potential return of gifts made to the College.

Founded by members of the Society of Friends in 1833, Haverford College is a private, undergraduate college committed to providing a liberal arts education. This education, based on a rich academic curriculum at its core, is distinguished by a commitment to excellence and a concern for individual growth. The College has chosen to remain small and to foster close student/faculty relationships to achieve these objectives.

### **Scope**

The College's Gift Acceptance Policies are established to govern the acceptance and disposition (including return) of all gifts made to Haverford College.

Gifts may be sought from individuals, foundations, corporations, and federal, state, and local governments for appropriate purposes as approved by the College. Authorized representatives will solicit gifts on behalf of the College. If other individuals including faculty and staff or groups wish to solicit funds, they must have their proposed research and/or fundraising project approved by the Provost and/or the Vice President for Institutional Advancement. Outreach to proposed funding sources will be coordinated through the Institutional Advancement and Provost Offices.

### **Policy**

The College cannot accept gifts that involve unlawful discrimination based upon race, religion, sex, age, national origin, color, handicap, or any other basis prohibited by federal, state, and local laws and regulations. Nor can the College accept gifts that obligate it to violate any other applicable law or regulation, or which violate the bylaws of the Corporation of Haverford College.

The College will not accept gifts which are counter to or beyond the scope of its mission.

The College will not accept a gift that results in an individual's private gain from the gift.

The College will not accept a gift that comes from an anonymous source. Known donors who do not wish the College to reveal their identities will be accommodated although, in order to deepen a culture of philanthropy, it is usually better for the College to reveal the identities of donors.

The College follows the Council for the Advancement and Support of Education (CASE) gift accounting guidelines as well as those set forth by the National Association of College and University Business Officers (NACUBO). In addition, the College follows the planned giving recommendations made by the American Council on Gift Annuities and the National Committee on Gift Planning.

These policies will be reviewed at least annually. Revisions may be made and then approved by the Gift Acceptance Committee.

### **Restrictions on Gifts**

The College will accept unrestricted gifts, and gifts for specific programs and purposes, provided that such gifts are not inconsistent with the College's stated mission, purposes, and priorities. The College will not accept gifts that are too restrictive in purpose. Gifts that are too restrictive are those:

- that violate the terms of the bylaws of the Corporation;
- that are too difficult to administer;
- that have donor control;
- that are for purposes outside the mission of the College, or
- that are for purposes that are not approved institutional priorities.

All final decisions on the acceptance or refusal of a gift shall be made by the Gift Acceptance Committee.

### **Donor Rights**

The College will urge prospective donors to seek the assistance of personal legal and financial professionals in matters relating to their gifts and the resulting tax and estate planning consequences. The College will comply with the Model Standards of Practice for the Charitable Gift Planner, as well as the National Society of Fund Raising Executives (NSFRE)'s [Donor Bill of Rights](#).

### **Naming Opportunities**

Throughout its history, Haverford College has benefited from the philanthropy of alumni, parents, and friends who have strengthened the institution through their service

and their generosity. Naming opportunities at Haverford continue the tradition of honoring those whose support of College priorities make the institution stronger, more resilient, and better prepared to meet the needs of new generations of students.

This form of recognition is a lasting and powerful affirmation of philanthropic partnerships in the College's mission. It should be noted that individuals do not buy naming opportunities; rather, the College acknowledges gifts by recognizing donors or those whom donors wish to honor through these naming opportunities.

Today's decisions about naming and renaming may become controversial in the future. It is important that care is taken to ensure that the name will not harm the College's mission, inhibit or prevent academic freedom, interfere with its independence, or negatively impact its teaching mission and inclusiveness.

#### *Duration of Naming*

With respect to recognizing a donor or non-donor honoree, names of facilities, programs, or public spaces, the College's traditional practice is to maintain the naming for the useful life of such facility, program, or public space. When a change in the use of a named facility or named space within it occurs because space is demolished or substantially renovated, some form of continuing recognition will be undertaken, such as an appropriately sized plaque or other form of recognition. In exceptional cases, the College may consider naming another facility, especially when the name reflects an enduring part of the College's history.

#### *Naming Opportunities: Endowment Funds*

Endowed funds are created to support the ongoing work of the College in perpetuity. A gift to the endowment is one of the most important ways a donor can ensure the long-term financial viability of Haverford. New endowed funds (starting at \$100,000) may be named to honor or remember loved ones. In accordance with the College's naming opportunities policy, no actively employed faculty, staff member, or current student may be honored through the naming of an endowed fund; however, such an opportunity is available upon their retirement or graduation from the College. Should a donor wish to honor an individual upon retirement or graduation from the College, the fund may be changed to honor the retiring or graduating individual. The name change will be made on all official College records. These naming opportunities will be approved by the Vice President for Institutional Advancement in consultation with the Director of Donor Relations and other campus colleagues.

#### *Naming Opportunities at Haverford College (minimum amounts required):*

Named Professorship	\$3,000,000
Director of Academic Center	\$2,500,000

Head Coach of Athletics Team	\$2,500,000
Assistant Coach of Athletics Team	\$1,500,000
Full-Year Named International Scholarship	\$1,250,000
Full-Year Named Domestic Scholarship	\$1,000,000
Faculty Research Fund	\$250,000
Named Endowed Fund	\$100,000

## **Renaming or Removing a Name**

The College has had many generations of individuals who have supported its mission and who have been recognized through named programs, prizes, endowed positions, and facilities.

Great care and consideration are taken when determining how best to honor an individual with a naming opportunity related to the College. If, at any time following the naming of any public spaces, facilities, programs, endowed positions, and/or prizes, circumstances change substantially so that the continued use of the name may be deemed detrimental to the College, or if circumstances change regarding the reason for the naming, the President (in consultation with the Senior Staff, College counsel, and/or any others that the President deems appropriate), determines that a review committee is warranted to consider renaming or removing the name. The President will convene a review committee to consider the changed circumstances in accordance with the guiding principles below and to recommend what steps might be taken, including but not limited to renaming or removing the name.

The review committee's recommendations will be presented to the President. The President will then assess the review committee's recommendations and (after consultation with the donor (or designee), if possible, the Senior Staff, the chair and vice chair of the Board of Managers, faculty members, students, College counsel and/or any others that the President deems appropriate) independently form their judgment and provide their recommendations to the External Affairs Committee of the Board of Managers and the chair and vice chair of the Board of Managers, based on which the External Affairs Committee in turn will make its recommendations to the Board of Managers. Based on the External Affairs Committee's recommendations, the full Board of Managers will make the final decision.

Below is an outline of the guiding principles that provide a compelling structure for committee review and research. We want to emphasize that no committee works in a vacuum. Consideration of various contexts should include the current campus climate as one such context.

## **The Review Committee's Guiding Principles**

It is with the following understandings that the appointed members of the Review Committee will consider how to navigate complexities and capture nuances in renaming, removing a name, and/or recommending other mitigation efforts:

- There must be balance between honoring decisions made in the past and not oversimplifying, revising or erasing history, and seeking evidence that retaining the name is inconsistent with the College's mission, inhibits or prevents academic freedom, interferes with its independence, or is harmful to its teaching mission and inclusiveness;
- Today's decision makers should give careful thought and the same respect to previous decision makers that they would like their decisions to be accorded in the future;
- Almost any person whom the College has honored may have a history that some members of our diverse community will find objectionable;
- The College strongly reaffirms its commitment to addressing broader issues that arise within the context of these reviews. These issues pertain to inclusion, equity, belonging, and diversity on campus;
- Establishing mechanisms of institutional reflection that stimulate conversations about Haverford's past and allow us to confront our institution's troubled history in tandem with its contemporary structural remnants is fundamental for the institution's future;
- Decisions made many years ago by earlier College administrations may later conflict with the current core beliefs and principles of Haverford College. The review process requires that we acknowledge and assess the complex and often ambiguous decisions that created the original naming before the Review Committee reaches its recommendations.

## **Return of Gift Policy**

Haverford does not return donations made to the College.

The College is committed to the proper stewardship of financial contributions made to further its mission, offerings, and facilities. The use of these gifts is guided by the agreements made at the time of donation.

Haverford has a fiduciary responsibility to its students, faculty, staff, and broader community to maintain financial stability, which relies in part on donor support. To uphold this responsibility, the College must rely on donors to act consistently with their original intent when contributing.

Additionally, under Pennsylvania law, contributions made for a charitable purpose cannot be redirected from the original purpose to which they were donated.

## **References, Related Resources, or Appendices**

- [Donor Bill of Rights](#)
- The above policies guide Haverford College's fundraising activities. Sections of the Gift Acceptance Policies and Guidelines relevant to the public are shared here.
- If you have a question about this policy, please contact Jennifer Rock, assistant vice president for advancement and campaign operations, at 610-896-1209.

*Approved on the 25th day of April, 2009*

*Revisions Reviewed and Approved by Gift Acceptance Committee, 5th day of November, 2012*

*Revisions: Reviewed and approved by the Board of Managers, February, 2021*

*Next review required by April, 2025*

*Sponsor: Kim Spang, Vice President for Institutional Advancement  
Contact the Office of Advancement and Campaign Operations with any questions.*