

## POLICY STATEMENT

Subject: Policy for the Classification of Gifts, Grants, and Contracts

Date:

Distribution Code: D, E, G, I

Reference Number:

Revision Date: 03/20/12

Revision   X  

Originating Office: SGSR

President's Approval

Deletion       

New Item       

1. PURPOSE:

5. DEFINITIONS: For purposes of this policy, the following basic definitions are provided:

A            or            is a voluntary and irrevocable transfer of money, property, or other assets made by a donor without any expectation of or receipt of direct economic benefit or any other tangible compensation (i.e., goods and services) from the donee that is commensurate with the worth of the donation. A gift or donation may, however, be restricted for a limited use (e.g., establish an

Therefore, it is recognized that there may also be opportunities for representatives of these three offices (University Relations, the School of Graduate Studies and Research, and the IUP Research Institute) to work together and identify the potential for a gift or for a non-competitive grant/contract on the part of the private sector sponsor.

The administrative leaders of these three units will be responsible for communicating to each other as soon as contacts are known to be (or thought to be) more appropriately pursued by the other office to ensure prompt information sharing and the maintenance of good sponsor/donor relations. University Relations will lead in all charitable gift and friend-raising activities and the School of Graduate Studies and Research/IUP Research Institute will lead in all grant and contract activities.

7. PROCEDURES: The following indicators have been developed to direct specific awards to the proper university office for administration of accounts.

If any of the following indicators exists, the IUP Research Institute shall have responsibility for solicitation, negotiation, and receipt of the award. This unit will also have responsibility for the

7. The sponsor wishes to obtain ownership of propriety rights in data resulting from activities conducted under the agreement. This would include any specification of deposition of propriety rights and/or references to licensing arrangements for patents or copyrights developed as a consequence of the funded activity.

8. The award will fund studies that are to be conducted on substances, pro

2. The award is from a non-governmental source and is for the annual fund, a capital campaign, general project support, for bricks and mortar, or for a Foundation-held endowment.

3. Contractual requirements are not imposed. However, as gifts are transmitted to the university, objectives may be stated; the use of the funds may be restricted to a particular purpose such as scholarships, bricks and mortar, or general research support; and status reports of expenditures, fund balance, and activity may be requested.

4. The donor intends the gift to be irrevocable and, therefore, relinquishes the right to reclaim the gift or any unused remainder.

5. The donor makes the gift without expectations of direct economic benefit or other tangible benefits.

10. DISTRIBUTION: D, E, G, I