

## **Gift Funds**

ARF accepts gifts from corporations, foundations, and private individuals. Gifts can be given to support an OSU unit in general or to support specific programs. As a gift, there can be no requirement for specific activity completion associated with the donation. Gifts are typically provided as a check but wire transfers, PayPal payments, and securities transfers can be arranged. A letter or other documentation from the donor stating that the funds are being given without obligation must accompany the donation. ARF will send documentation acknowledging the gift to the donor. If a donation pledge is made that includes several payments, ARF will send payment reminders. If researchers are doing routine testing of varieties, soil samples, disease incidence, food nutrient levels, etc., they must establish fees for such work in the OSU Fee Book (<https://fees.oregonstate.edu/>) versus having funds donated to their programs for such activities. Gifts to ARF are generally for current use. ARF works closely with the OSU Foundation and will encourage those who have interest in endowed fund giving to work with the OSU Foundation. In rare instances, an endowment within ARF may be possible. Effective July 1, 2018, ARF will charge a 5% administrative fee on all gifts – both in and out of state – of \$300 or more. At present, gifts of \$100 or more originating from outside of Oregon will incur a 5% administrative fee (see Out-of-state Gifts). If the designated purpose of your gift is no longer viable (for example the chosen faculty member leaves OSU), these funds will be retained in ARF. The ARF Executive Director and unit leader of the former faculty member will cooperatively determine best use of these funds. Such use can include transfer of the funds to the ARF general account.