

Christopher Newport University

Policy: Acceptance of Terms and Conditions Associated with Donations, Gifts, and other Private Philanthropic Support Policy

Policy Number: 4055

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| Executive Oversight: | Vice President for University Advancement |
| Contact Office: | University Advancement |
| Frequency of Review: | Biennially |
| Date of Last Review | May 2024 |

A. PURPOSE

To ensure that private philanthropic support to Christopher Newport University is consistent with institutional mission and interest, and to ensure obligations created are those the university is willing to fulfill, and to comply with legislation passed by the 2020 Virginia General Assembly, as stated in the *Code of Virginia* §23.1-1304.1:

B. POLICY STATEMENT

All donations, gifts, or other private philanthropic support that:

- a. directs academic decision-making - the university accepts gifts in support of its mission that does not infringe upon academic freedom, present a conflict of interest, impose undue risks or burdens of a financial, reputational or other nature, or violate the law - or
- b. is in the amount of \$1,000,000 or more and imposes any new obligations on Christopher Newport University, excluding scholarships or other financial aid

Must be submitted to a Gift Acceptance Committee that shall be composed of the Vice President for University Advancement or designee, the Executive Vice President and Provost or designee, and the Chief of Staff or designee for review.

C. PROCEDURES

The Gift Acceptance Committee shall review and consider all terms and conditions of each gift as proposed by a draft gift commitment document, if such has been prepared, or in advance of its preparation, if needed to identify necessary terms.

The Committee shall consult with others as necessary and appropriate to determine whether the contemplated gift and the terms upon which it is proposed to be given, are consistent with the mission and program intentions of the University and create obligations that the University is willing and able to fulfill. It is also the Committee's responsibility to confirm that the gift

and its terms do not create an impermissible conflict of interest or violate any law or University policy.

The Gift Acceptance Committee shall return the proposed gift document to the Vice President for University Advancement with its approval or with necessary revisions and documents the return. A final approved gift document shall be recommended to the President by the Vice President for University Advancement. The President shall make the final decision concerning acceptance of the gift.

The Office of University Advancement shall maintain copies of all terms and conditions for accepted donations, gifts, and other private philanthropic support under this policy and ensure that copies are provided to those administrators responsible for their implementation.

D. REFERENCES

Code of Virginia §[23.1-1304.1](#)

Virginia Public Records Act § [42.1-76](#) et seq.

Virginia Freedom of Information Act § [2.2-3700](#) et seq.

E. APPROVAL AND REVISIONS:

Approved By: Policy Committee, May 15, 2024

F. NEXT REVIEW DATE: Spring 2026