



# NJCU FOUNDATION

## **DONOR and FUND Gift Agreement**

### **PURPOSE**

The purpose of this gift agreement (“Agreement”) is to summarize the mutual understanding of Donor Name/s (“the Donor/s”) and the New Jersey City University Foundation (“Foundation”) regarding the gift in support of the University as described in this document.

### **STATEMENT OF DONOR INTENT**

I/We hereby pledge to the Foundation the sum of \$X to support Insert Brief Description. Note that this section should describe what the money is being used for, listing specific programs, buildings, projects, est., why the donor has chosen to make this gift/pledge, what inspired it, who it might honor, etc. Language related to the purpose/use of the funds should be concisely written.

### **FUNDING**

My/Our pledge will be fulfilled through a gift from the Estate of the Donor/s. Funds from any other source may be added to this fund, including additional gifts from the original Donor/s and other donors.

**-OR-**

My/Our pledge will be fulfilled in installments of \$X over X years. Pledge installments will be made as follows:

- \$X on or before DATE
- \$X on or before DATE
- \$X on or before DATE
- \$X on or before DATE
- \$X on or before DATE

The Donor/s reserves the right to amend the amount or timing of installments at his/her/their discretion, provided his/her/their pledge is fulfilled no later than DATE.

### **USE OF FUNDS**

#### **Establishing an Endowment – ONLY IF IT IS AN ENDOWMENT**

If the funds to establish an endowment are less than the minimum to establish an endowment, the University will create a non-endowed account, which will be used to support the Donor’s/s’ intent. If at a future time the University finds itself unable to administer the gift exactly as stated in this agreement, it may revise the agreement in such a way that makes it administrable while maintaining, as closely as possible, the Donor’s/s’ original intent.

#### **Endowment Spending and Management Policy – (ONLY IF ENDOWMENT)**

The funds available for spending each year are subject to the Monmouth University Board of Trustees endowment spending policy. The funds will be managed by Monmouth University in accordance with the University's policies and procedures.

The Foundation retains a portion of all gifts in the form of an assessment, which is used to support its operations. The assessment is based upon the following guidelines:

- For endowed funds, a 1% annual assessment will be applied to the fund's market value.
- Gifts of \$5,000 or more are assessed at 5%.
- Gifts of less than \$5,000 are assessed at 10%.
- Donors will receive credit and acknowledgement for the full value of their gifts.

## RECOGNITION

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### Naming Rights (if applicable)

In recognition of this gift, the to-be-constructed BUILDING NAME/current BUILDING NAME, PROGRAM NAME shall be named NAME DONOR REQUESTED, subject to the application and approval process that is set forth in the New Jersey City University policies and procedures regarding the naming of campus facilities, program and other academic entities.

The naming rights referenced above are contingent upon the Donor's/s' fulfillment of this pledge.

### Publication

The Foundation may publicize my/our gift as the opportunity arises and may include my/our name(s) among those of other donors in lists that are published by New Jersey City University.

## SIGNATURES

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### Approved by:

\_\_\_\_\_  
Donor Name

Date: \_\_\_\_\_

\_\_\_\_\_  
Donor Name

Date: \_\_\_\_\_

### Accepted for the Foundation by:

\_\_\_\_\_  
Kwi Brennan

Date: \_\_\_\_\_

Name Annual Scholarship

Executive Director  
New Jersey City University Foundation

Name Annual Scholarship

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