

The background features a complex network of blue lines and arrows. Some lines are solid, while others are dashed. The arrows point in various directions, creating a sense of movement and interconnectedness. The lines and arrows are scattered across the page, with a higher density in the upper right and lower right areas.

LIFECYCLE OF A GIFT

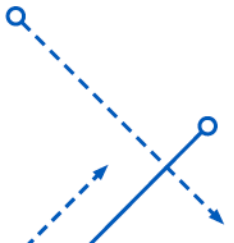
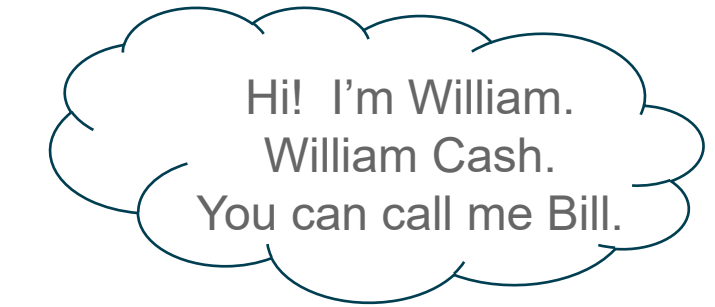
From solicitation through stewardship

Presented by: UB Foundation

- Patrick Richey, Chief Financial Officer
- Chris Decker, Senior Director

Solicitation

- Donor asked for gifts and pledges to help UB grow
- Gift can be paid with cash, check or stock/securities
- University Advancement is responsible for soliciting
 - 120 employee division of the University
 - UBF does not have direction and control



Gift Agreement

- Agreement required between donor and UBF when:
 - Gift is to establish a new account
 - Pledge of \$10,000 or more to existing account
- Donor restrictions are outlined in agreement
- Agreement templates used for
 - Endowed (perpetual) gifts
 - Current use (spendable) gifts

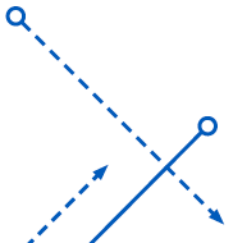
It's important to understand how I'll eventually help UB.



Deposit into Segregated Account

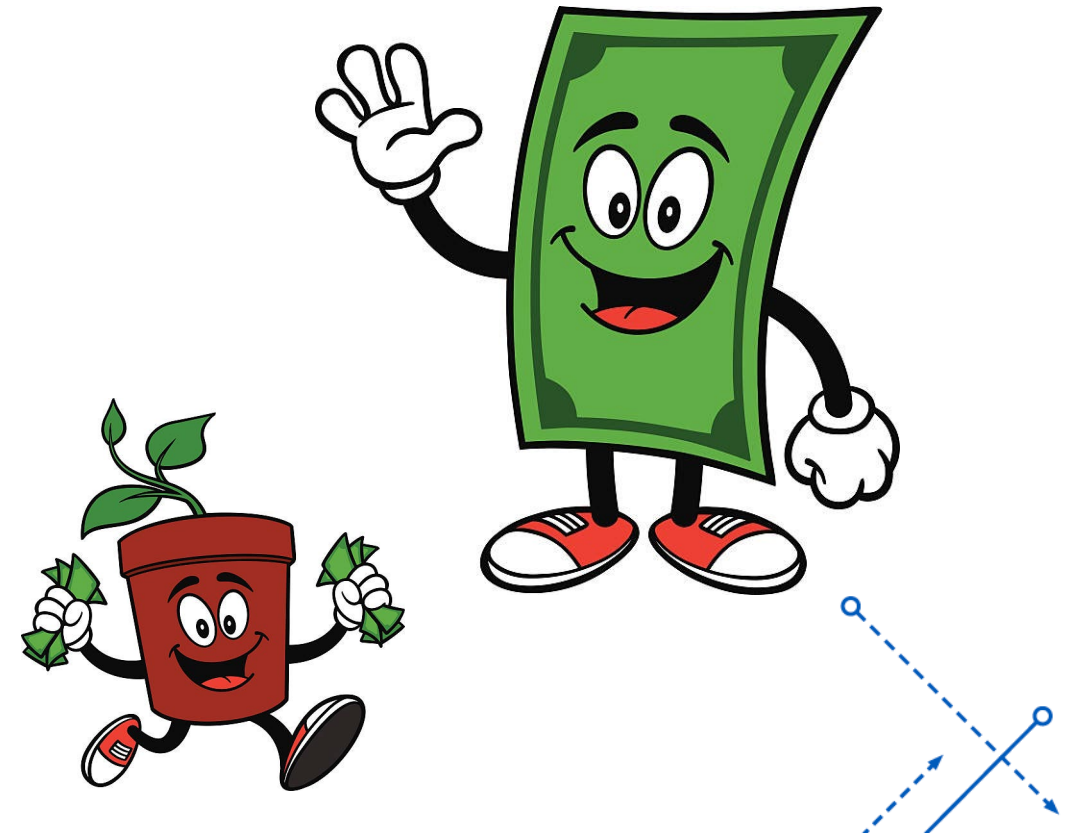
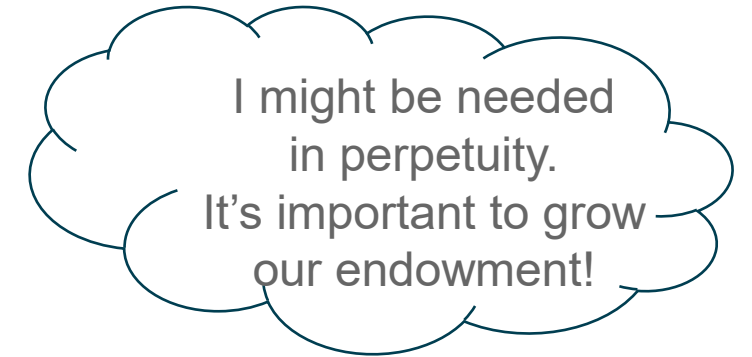
- Based on donor intent, gift is allocated
 - Over 1,500 endowment accounts
 - Over 1,000 current-use accounts
- Each UB school/unit has an unrestricted account
- Many departments also have their own account
- Scholarships are the most popular account

So many choices!
I wonder what UB
school I'll help?



Invest

- Endowed gifts are invested into the UBF Long-Term Portfolio
- A portion of the earnings are made available annually for use
- The original gift is never invaded



Expenditure Request

- UB units are responsible for recommending when and how to expend the gift
- Variety of eligible expenses
 - Payroll
 - Scholarships
 - Traditional vendor payments
- Each account is assigned cost approvers (signatories) who must submit the request

UB schools determine the best way to utilize me.



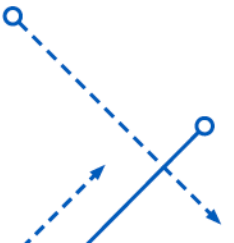
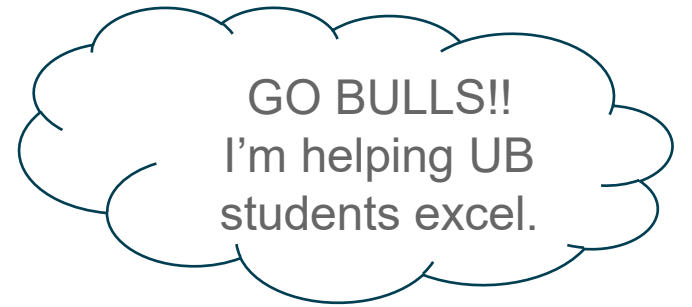
UBF Review and Approval

- UBF is responsible to:
 - Review expenditure requests to ensure they comply with donor intent
 - Ensure request is properly authorized
 - Ensure all required tax and policy regulations are followed
- UBF works with UB unit if anything is needed to be able to process



Release of Funding

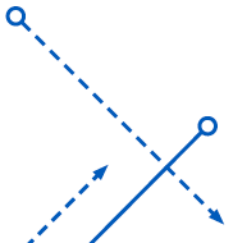
- Payments made via check or ACH
- Any payroll is transmitted via direct deposit
- Account balance is reduced by amount of payment
- Expenses are tracked on a functional basis to meet reporting and compliance needs



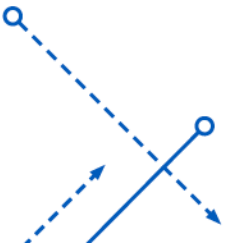
Stewardship and Reporting

- Donors provided various electronic communications to illustrate impact of their gift
- Endowed gifts receive a customized annual report that summarizes investment growth and utilization
- Thank you letters from scholarship recipients are sent to donors
- University Advancement plays leading role in stewardship efforts

It's great to tell my journey and impact on UB!



QUESTIONS??



THANK YOU FOR ATTENDING!

- *How did we do?*
 - *Take the Session Survey on your smart device using the QR Code on your schedule*

