

SECTION: Institutional Advancement/Planned Giving
SUBJECT: Authorization for Negotiation

ISSUED BY: Office of Institutional Advancement
REPLACES: N/A
APPROVED BY: Office of Institutional Advancement
EFFECTIVE DATE: June 15, 1993

Policy

The employees of Asbury College authorized to negotiate planned giving agreements with the prospective donors without further approval of the Board are: Director of Planned and Estate Giving, Vice President for Institutional Advancement (VPIA), Vice President for Business Affairs (VPBA), and President. These people will be referred to as representatives.

Planned gifts may be received valued and administered according to the Planning Giving Policy guidelines as approved by the Board of Trustees.

Procedure

The representatives will have authority to generate interest in creative ways of making planned gifts. Once the donor shows an interest in making a planned gift, the representative will verify if the gift is legally possible. Once determined, the plan will be presented to the VPIA and the following shall have the authority to sign and give final approval to planned giving agreements on behalf of Asbury College: President, VPBA and Treasurer.