

Rensselaer Policy Statement:
Administrative Surcharge on Restricted Gifts

The surcharge policy was initiated July 1, 1984 to provide a method to partially recoup costs associated with Institute fundraising and gift processing activities.

Uniform application of the surcharge is Institute policy and is applied to all restricted gifts with the exception of expendable gifts designated for scholarships and fellowships. Extraordinary circumstances relative to any other gifts will be considered and approved jointly by the Vice Presidents for Institute Advancement and Finance.

The decision to solicit, and/or accept, a gift from a foundation, the by-laws of which prohibit surcharge collection, is to be approved by the Vice President for Institute Advancement.

Effective: February 4, 2005