

Naming Opportunities and Gift Recognition Overview

Purpose

These policies and procedures set forth guidelines for gift naming opportunities, the recognition of major gifts at Ave Maria School of Law, and define the procedures for acceptance of gifts to this end.

Recognition Gift Amount

With the few exceptions contained in this policy, the minimum gift requirement for a naming opportunity at Ave Maria School of Law is \$25,000. Gifts of cash, stock, in-kind, or other deferred gifts may be made in accordance with existing Law School gift acceptance policy. The memorial brick program of the Ave Maria School of Law Alumni Association, memorials for deceased students and alumni, gifts of art or artifacts, and the named library stacks program are exceptions to the \$25,000 minimum.

Policy/Procedure

Significant gifts to Ave Maria School of Law will provide opportunities for donors to designate the name of a Law School program, facility, professorship, academic unit, scholarship, or other item in honor/memory of the donor or another individual or entity of the donor's choosing. The acceptability of these gifts is based on the following: the usefulness and inspirational value to the student body; the physical or aesthetic enhancement of the campus; the contribution to the heritage and reputation of Ave Maria School of Law; or the accomplishments of its students, alumni, and friends. Gifts in support of naming opportunities are deductible in accordance with IRS guidelines. Costs associated with materials and other operational expenses to create donor recognition systems or plaques will be paid by the gift from the donor.

Gift Agreements

Each named gift should be accompanied by a gift agreement that has been approved and signed by the donor or designated donor representative(s) and the appropriate Law School representative(s). Each gift agreement specifies the pledge period to reach the funding level, the purpose of the gift, and any restrictions within Law School guidelines, as to distributions from the fund.

Timeframe for Pledge Gifts

Endowed gifts have five years to reach the minimum funding level established in the gift agreement. Scholarship funds that do not reach the minimum level within the five-year period will be transferred to the President's Endowed Scholarship Fund. With regard to other endowments, if the stated minimum is not achieved in accordance with the time period designated in the fund agreement, then the fund may be terminated and the funds expended for the area originally specified by the donor or the funds may be transferred to the Law School's General Endowment Fund. In the event the pledge by a donor is not fulfilled, the naming opportunity at Ave Maria School of Law may be forfeited.

Named Gift Approval Process

The Ave Maria School of Law Board of Governors has final approval for all naming opportunities at the Law School. However, to streamline the approval process, the Board authorizes the Director of Development to act as coordinator of gift agreements and naming designations.

The Board of Governors authorizes the President of the Law School to make decisions regarding naming opportunities not covered by this policy for gifts under \$100,000. The Director of Development will coordinate naming opportunities with any Law School Officer or Dean responsible for particular programs or activities being supported by a gift that entitles the donor to a naming opportunity.

For gifts above \$100,000 that are not covered by this policy the President will make recommendations to the Board of Governors with regard to any decision to name a program, scholarship, physical structure or facility at Ave Maria School of Law.

Annual Giving Societies

Donors to the Ave Maria School of Law Annual Fund will be recognized for their unrestricted contributions, to include any associated corporate matching gift received July 1 through June 30, each year in accordance with the following categories:

- Society of The Holy Family: \$10,000+
- Society of St. Thomas More: \$5,000-\$9,999
- John Paul II Society: \$2,500-\$4,999
- Dean's Circle: \$1,000-\$2,499
- Patrons: \$500-\$999
- Advocates: \$100 - \$499
- Friends: Under \$100

Lifetime Giving Societies

Donors to Ave Maria School of Law will be recognized for the cumulative total of their contributions and commitments, to include associated corporate matching gifts and documented planned gifts, for all gifts made during their lifetime to any Law School program or project in accordance with the following categories:

- TBD Society: \$10 Million+
- TBD Society: \$5 Million-\$9,999,999
- TBD Society: \$1 Million-\$4,999,999
- TBD Society: \$500,000-\$999,999
- TBD Society: \$250,000-\$499,999
- TBD Society: \$100,000-\$249,999
- TBD Society: \$50,000-\$99,000
- TBD Society: \$25,000-\$49,999
- The President's Club: \$10,000-\$24,999
- Legacy Society: Bequest or other Planned Gift

Endowed Faculty Positions

A truly outstanding scholar, teacher, or lawyer, as judged by rigorous nationally accepted standards, will fill the Endowed Chair designation. An exceptionally gifted and promising scholar will fill the Distinguished Professorship designation. An individual with a successful background in legal instruction will receive a named professorship. Earnings from these endowments may fully or partially fund the occupant's salary and may also be used to provide related program funding, continuing education, release time for research and writing, and other needs.

- Named Chair-- \$2.5 million *
- Named Distinguished Professorship-- \$2 million *
- Named Professorship-- \$1.5 million *

*Some endowed faculty positions may require a larger amount and will be addressed on a case-by-case basis.

Campus Ministry Endowment

In addition to being a community of scholars, Ave Maria School of Law is a community of faith. Accordingly the Law School endeavors to provide for the spiritual needs of its students, faculty, and staff through the Office of the Chaplain. The Chaplain is a Catholic Priest who provides spiritual counsel, administers the sacraments, presides at liturgies and other devotional gatherings, and organizes student retreats and apostolates along with other activities for the spiritual nourishment and Christian witness of the Law School community.

The minimum amount required to endow the Campus Ministry program is \$1 million. Earnings from this endowment will fund the salary of the Chaplain and the expenses associated with his office as well as provide funds for liturgical supplies, maintenance of St. Thomas Aquinas Chapel, and to defray the costs of retreats and other campus ministry programs.

Endowed Student Scholarships

Scholarships may be awarded based on academic merit and/or financial need. While specific criteria for eligibility for scholarships may be established, flexibility contained in the gift agreement will allow the Law School to be most successful in recruiting students with the greatest potential. Donors will be encouraged to place scholarship gifts in one of the following five endowed scholarship programs, with associated minimum gift requirements:

- The President's Endowed Scholarship Fund-- \$250,000
- The Thomas More Endowed Scholarship Fund-- \$100,000
- The Lumen Christi Endowed Scholarship Fund-- \$50,000
- The Fides et Ratio Endowed Scholarship Fund--\$25,000
- Donor Named Endowed Scholarships-- \$500,000

Academic Teaching Space

Under normal conditions gifts given to name an auditorium, lecture hall, lab, seminar room, or classroom area will be designated to the Law School's General Endowment Fund. Typically the minimum amount necessary to name an area of this type is as follows:

- Named Lecture Auditorium-- \$1,000,000
- Named Lecture Room-- \$500,000
- Named Classroom-- \$250,000
- Named Seminar Room-- \$100,000
- Named Computer Lab-- \$100,000

Non-teaching Rooms

Under normal conditions funds that have been given to name an office, workroom, conference room, lounge, balcony, dining area, terrace, garden or other similar non-teaching space will be designated to the Law School's General Endowment Fund. Typically the minimum amount to name an area of this type is as follows:

- Named Administrative Wing-- \$5,000,000
- Named Student Organizations Wing--\$2,500,000
- Named Dean's Executive Suite-- \$1,000,000
- Named Board of Governors Conference Room-- \$500,000
- Named Conference Room-- \$100,000
- Named Study Room-- \$50,000
- Named Northwest Terrace-- \$50,000
- Named Faculty Office-- \$25,000
- Named Administrator Office-- \$25,000
- Named Garden of Three Flags-- \$25,000
- Named Garden of Mary, Seat of Wisdom-- \$25,000
- Named Student Lounge-- \$25,000
- Named Faculty Lounge-- \$25,000
- Named Staff Lounge-- \$25,000
- Other Named Non-teaching room or area-- \$25,000

The Library

The library is the intellectual heart of Ave Maria School of Law and it is intended that it will become one of the finest law libraries in the nation. Many leadership gift naming opportunities are available. Under normal conditions funds that have been given to name the library, or rooms or areas within the library, or collections or stacks will be designated to the Ave Maria School of Law Library Endowment Fund. Typically the minimum amounts for naming opportunities are as follows:

- Named Library-- \$10 million
- Named Study Room-- \$50,000
- Named Reserve Reading Room-- \$50,000
- Named Book Preservation Fund-- \$50,000
- Named Non-Circulating Periodical Collection-- \$25,000
- Named Non-Circulating Reference Collection-- \$25,000
- Named Newspaper and Magazine Reading Area-- \$25,000
- Named East End Reading Area-- \$25,000
- Named Stack-- \$10,000
- Named Collection in...
 - Admiralty Law \$50,000
 - Administrative Law \$100,000
 - Alternative Dispute Resolution \$50,000
 - American Legal History \$50,000
 - Antitrust Law \$250,000
 - Arbitration \$50,000
 - Bankruptcy \$200,000
 - Bioethics \$200,000
 - Business Organizations \$50,000
 - Canon Law \$200,000
 - Catholic Social Teaching and the Law \$250,000
 - Civil Procedure \$100,000
 - Commercial Paper \$50,000
 - Complex Litigation \$50,000
 - Computers and the Law \$50,000
 - Constitutional Law \$250,000
 - Consumer Law \$50,000
 - Contracts \$50,000
 - Corporate Tax \$50,000
 - Criminal Law \$100,000
 - Criminal Procedure \$100,000
 - Ecclesiastical History \$50,000
 - Employment Law \$100,000
 - English Legal History \$50,000
 - Environmental Law \$200,000
 - Estate Planning \$100,000
 - Evidence \$100,000
 - Family Law \$200,000
 - Federal Litigation \$100,000
 - Federal Courts \$50,000
 - Federal Taxation \$100,000
 - Health Law \$100,000
 - Human Rights \$100,000
 - Immigration Law \$200,000
 - Insurance Law \$100,000
 - Intellectual Property Law \$200,000

○ International Law	\$250,000
○ Jurisprudence	\$250,000
○ Labor Law	\$100,000
○ Land Use Planning	\$50,000
○ Law, Ethics, and Public Policy	\$250,000
○ Legislation	\$200,000
○ Medical Malpractice	\$100,000
○ Michigan Law	\$250,000
○ Moral Foundations of the Law	\$250,000
○ National Security Law	\$100,000
○ Papal Encyclicals	\$50,000
○ Partnership Taxation	\$50,000
○ Product Liability	\$50,000
○ Professional Responsibility	\$50,000
○ Property	\$50,000
○ Real Estate Transactions	\$50,000
○ Religious Freedom	\$200,000
○ Remedies	\$50,000
○ Sales	\$50,000
○ Secured Transactions	\$50,000
○ Securities Regulations	\$50,000
○ State and Local Government Law	\$100,000
○ Torts	\$50,000
○ Trial Advocacy	\$250,000
○ Trusts and Estates	\$100,000
○ Workers Compensation	\$100,000

Speaker Series Endowment Funds

A speaker series brings to the Law School a variety of individuals with broad experience and expertise and whose presentations have an interdisciplinary appeal. Earnings from the endowed fund may provide for honoraria, travel expenses, and other associated costs.

- Named Speaker Series-- \$250,000

-Some speaker series' may require a larger amount and will be addressed on a case-by-case basis.

Endowed Program Funds

Endowed program funds will be referred to by the name established by the donor, in support of academic programs, co-curricular or extra-curricular programs, classroom or technology enhancements, research, faculty development, or faculty and staff awards. All named endowed program funds must have approval of the Dean prior to acceptance of the gift. The amount required to name a specific endowed program will be determined by the Law School administration based on the scope and actual cost of the program.

- Named Endowed Program Fund Minimum-- \$25,000

Campus Memorials

Deceased students or alumni may be memorialized on campus by means of a stone or bench placed on campus.

- Student Memorial Stone or Bench-- \$2,500
- Alumni Memorial Stone or Bench-- \$5,000

Class Gifts

Graduating classes of Ave Maria School of Law are encouraged to make gifts to the Law School. Under normal conditions the funds raised by each class will be designated to the endowed scholarship fund for which the gift qualifies. The class will be recognized on the plaque designated for that scholarship fund and the individual donors will be recognized by having their name engraved on a brick that will be placed in the Graduate's Grotto.

Funds from the class gift of the inaugural graduating class of 2003 have been designated to fund the design and construction of the Graduate's Grotto. Any residual funds from this gift will be designated to the General Scholarship Fund.

Special Naming and Memorial Opportunities

From time to time, it may be appropriate to create a naming opportunity at Ave Maria School of Law for an individual or organization that has not reached the minimum gift requirements outlined in this policy. In these instances the Dean may make recommendations to the Board of Governors to name facilities, structures or areas in honor or memory of individuals who have distinguished themselves in their service to the Law School.

Naming Opportunities for In-Kind Material and Equipment Gifts

The Director of the Law Library will administer the acceptance of non-cash gifts donated to the library and must approve all such gifts prior to the transfer of ownership. Not all proposed gifts are guaranteed acceptance or display space. In keeping with the minimum gift requirements established in this policy the Director of the Law Library may recommend a naming opportunity be established for the donor. Recommendations for recognition will be made to the Director of Development.

The Director of Development will administer the acceptance of all other non-cash gifts donated to Ave Maria School of Law and must approve all such gifts prior to the transfer of ownership. In cases where the gift is designated for a specific department of the Law School, the Director of Development will coordinate the gift acceptance process with the

appropriate Dean or Officer. Not all proposed gifts are guaranteed acceptance or display space. In keeping with the minimum gift requirements established in this policy the Director of Development may recommend a naming opportunity be established for the donor. Recommendations for recognition will be made to the Dean of the Law School.

The Director of Development will administer the acceptance of gifts of art or artifacts that are intended to enhance the beauty of the Law School interior or campus grounds. Not all proposed gifts are guaranteed acceptance or display space. Naming opportunities for the acceptance of gifts of art or artifacts are not governed by the \$25,000 minimum policy. The Director of Development may recommend a naming opportunity be established for the donor. Recommendations for recognition will be made to the Dean of the Law School.