

AREA OF RESPONSIBILITY: OFFICE OF INSTITUTIONAL ADVANCEMENT  
RESPONSIBLE CONTACT: VICE PRESIDENT, INSTITUTIONAL ADVANCEMENT  
POLICY IDENTIFICATION: QUID-PRO-QUO  
EFFECTIVE DATE: 1/01/09  
REVISED: 01/01/10  
LAST REVIEWED: 05/2022

Care must be taken in determining what portions of the admission proceeds are gifts and what are quid pro quo contributions for goods and services received. Literature promoting the event and receipts for the event must include statements concerning the tax-deductibility of the amounts paid for attendance or participation in the event. This information should include the fair market value of the event and a statement that only the amount above the fair market value is deductible to the individual. Non-attendance at an event does not allow full deductibility of the admission price. Donors are to be asked to return unused tickets with their contribution if they wish to make their contribution fully deductible.

Quid Pro Quo Contributions Institutional Advancement will accept quid pro quo contributions, such as contributions resulting from fundraising events. The Internal Revenue Service defines quid pro quo contributions as “a payment made partly as a contribution and partly in consideration for goods or services provided to the payer by the recipient organization.”

Minimum Gift Level: The amount received from the donor exceeds the value of the benefit received from the University. (IRS regulation)

Authorization for Acceptance: None required.

Acceptance Procedure: Forward contributions to the Donor Services Specialist specifying the amount of the contribution, quid pro quo benefit, the names of the donors, and the designations.

Recording Standards: The contributions are recorded as a gift and the quid pro quo portion as a non-gift. The Internal Revenue Service defines a quid pro quo as the portion the donor received in goods or services from the recipient organization. The University considers gifts generated by fund raising events, including but not limited to “benefit auctions”, to be quid pro quo contributions and will record them as such. Please note: Donors must opt out of the benefit at the time the offer is received in order to receive the full deduction for their gift.

More information on quid pro quo contributions can be found at: <http://www.irs.gov/pub/irs-pdf/p526.pdf>