

AREA OF RESPONSIBILITY: OFFICE OF INSTITUTIONAL ADVANCEMENT
RESPONSIBLE CONTACT: STEWARDSHIP MANAGER
POLICY IDENTIFICATION: SECURITIES
EFFECTIVE DATE: 1/01/09
REVISED 01/01/10
LAST REVIEWED: 05/2022

The Office of Institutional Advancement will accept gifts of securities, including stocks and bonds, that are deemed to be derived from legal sources and that are passed irrevocably from a donor's control. Gifts of securities pass irrevocably from a donor's control when (a) a donor puts them in the mail, (b) they are hand delivered to the University, or (c) electronically transferred securities are received into the University's brokerage account.

Internal Revenue Service regulations require that securities be valued as follows:

- Publicly Traded Stocks: Value is determined by the average of the high and low trades on a public exchange (the "mean market value") on the date of the gift.
- Over-the-Counter Stocks: Value is determined by the mean of the bid/ask prices of the stock on the date of the gift.
- Publicly Traded Bonds: Value is determined by the mean of the bid/ask prices of the bond on the date of the gift.
- Non-Traded Stocks and Bonds: Assets may be transferred through a broker or bank with a value and quality rating, or assets may be valued in consultation with professional experts or institutions in related trade or business as an appraisal value.

Donors will be advised to consult their financial advisors for specific information regarding the tax consequences of any gift of securities. The value of the gift is not stated on the official receipt.

Publicly Trade Securities

Publicly Traded Securities that are traded on all major U.S. Exchanges and NASDAQ shall be accepted by the University. Such securities may be sold immediately according to University policy. No employee or volunteer working on behalf of the University may commit to a donor that a particular security will be held by the University, sold through a specific broker or traded on instruction of the donor without the approval of the Vice President, Institutional Advancement.

Closely Held Non-Publicly Traded Securities

Closely held non-publicly traded securities may be accepted and may be subsequently sold only after approval of the VUU Gift Policy.

Non-Publicly Traded Securities:

Before the University will accept gifts of securities that are not publicly traded, these gifts shall be reviewed by the Vice President of Business Affairs, and, where appropriate, a professional investment advisor.

Restricted Securities

Restricted securities (also known as unregistered securities, investment letter stock, control stock or private placement stock) are infrequently given as gifts because of the difficulty in transferring ownership and determining fair market value. No gift of this nature will be accepted without the approval of the Vice President, Institutional Advancement.

Mutual Funds

Mutual funds will be accepted with the approval of the Vice President, Institutional Advancement.