

Donor Recognition and Commemorative Gifts Policy and Guidelines, 2017

UUSS will recognize all gifts in the following ways:

- Yearly gifts of \$10,000 and more (including the yearly pledged amount) will follow the policies (set by the Board) with all qualified gifts acknowledged. If the donor does not want to be identified, the donor leaf or rock will be engraved with “anonymous.”
- There will be no plaques placed in or on the UUSS buildings. Plaques can be placed on outside objects only if approved by the Board or FRST.
- All gifts to the buildings and grounds from the years 2013-2016 will be recognized in the Book of Generosity and Gratitude, placed in a prominent spot inside the main UUSS building.
- All gifts of \$1000-\$9,999 (beyond the pledged amount) also will be recognized in the Book of Generosity and Gratitude.

Guidelines for the Book of Generosity and Gratitude:

- All capital campaign gifts will be listed regardless of amount and will be separated by campaign name.
- There will be three initial sections of the Book of Generosity and Gratitude.
- The first section of the book will be entitled “Building the Beloved Community, Capital Campaign, 2012.” It will list all gifts by amount categories with the lowest amount being “Less than \$500” and will state the donor (or anonymous) and the person being commemorated (if applicable).
- The second section of the book will be entitled “Fill the Building 2013-2016.” It will list all gifts of any size in categories of amounts given, with the lowest amount being “Less than \$500,” listing the name of the donor, the person being commemorated (if applicable) and the item/s that was purchased with the gift.
- The third section of the book will be entitled “Gifts 2017 and Beyond,” separated by calendar year. It will list gifts in amount categories with the lowest being \$500. (All beyond the pledge amount) with the name of the donor, the person being commemorated (if applicable) and the item/s that was purchased with the gift. This includes gifts to the Endowment, Betty Ch’mai, Heritage, and similar funds.
- The book will be updated by FRST regularly.