



OFFICE OF THE PRESIDENT

Robert C. Dynes
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**CHANCELLORS
VICE PRESIDENT--AGRICULTURE AND NATURAL RESOURCES**

In consultation with Provost Hume and Executive Vice President Darling, I have determined that your delegated authority for allocation and reallocation of gifts and bequests should be increased to \$5,000,000, consistent with the levels of authority for solicitation and acceptance of gifts and grants, as well as for capital-project expenditure. This authority is effective immediately. The new delegation of authority may be redelegated only to the Executive Vice Chancellor and Provost, and Associate Vice President--Agriculture and Natural Resources for gifts and bequests up to \$1,000,000.

Included with this letter is the first edition of the Administrative Guidelines for Allocation and Reallocation of Gifts and Bequests to The Regents and the Campus Foundations. The provisions in these Guidelines are meant to encourage best practices, as well as consistent gift and bequest administration within the system. Each campus and the Division of Agriculture and Natural Resources have reviewed the draft Guidelines; the comments received have been incorporated in this final version of the Guidelines.

For some time, the Office of the President has been working to encourage seamless private-support practices for Regents and Campus Foundation gifts and bequests. The new Guidelines provide another opportunity to bring campus gift administration practices into conformity. Please see the Summary of Administrative Guidelines for the particular points that have been incorporated.

One of the new provisions requires the review by Campus Counsel of the proposed allocations for which a donor did not specify complete terms, including location, purpose, and type of fund. At the recent meeting of Campus Counsels, Interim Assistant Vice President and University Counsel Geoff O'Neill provided an orientation on this new responsibility. He will continue to be available to the Campus Counsels when there is a need for consultation.

The Guidelines state that the campuses are to establish written procedures and other allocation practices by December 31, 2006. Please report these to Interim Assistant Vice President O'Neill by the end of the year. He can be reached at (510) 987-9774, Geoff.ONeill@ucop.edu. He will also be available to answer any questions about the new practices.

Sincerely,



Robert C. Dynes



Enclosures (New Delegation Letter, [Summary of Guidelines](#), and [Guidelines](#))

cc: Members, President's Cabinet
Provost Hume
Executive Vice President Darling
Coordinator Capell
Interim General Counsel Blair
Interim Assistant Vice President O'Neill
Campus Counsels
Vice Chancellors for University Relations