

GIFT PROCESSING RECOMMENDATIONS—STATUS OF IMPLEMENTATION

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Recommendation	Status	Implementation Issues
A. Short Term—April 1, 2001		
1. Improve education and training for faculty and staff	SDPS classes established. At least two classes offered quarterly.	Instructors have added more hands-on exercises, in follow-up to evaluations.
2. Deposit funds in 1 business day to CRU account/use reference field to indicate destination	Prompt deposit is happening, use of reference field is encouraged.	Use of reference field could be made a requirement, with programming.
3. Donor instructions—negative confirmation	Policy is being rewritten—should be ready by end of calendar year. Vet Med is already doing this via its acknowledgement letters.	
4. Allow redelegation of acceptance/submittal for processing to departments	Current policy allows this. CAES has implemented in a limited way.	So far, not many takers on redelegation.
5. Gifts for student support—waive SFS/OGS review of gifts to existing funds	Completed—SFS and OGS review upon account set-up	
6. Online aging report	Completed November 2001.	

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B. Medium Term—August 1, 2001		
1. Provide centralized acknowledgement of gifts/departmental letter required on \$1,500 or greater.	UR does this for annual fund only—probably half of the under \$1,500 volume. Piloted in CFA campaign for gifts under \$10,000.	Departments resist because of desire for local contact, local control, timeliness. Success requires removing the requirement that units must wait to acknowledge gifts until AIS processing is complete.
2. Allow units to enter gift and donor information directly into the AIS	Working with Law and health sciences.	Requires units to give up their departmental systems. This will occur slowly as folks gain more trust of the AIS.
C. Long Term—after August 1, 2001		
1. Implement a comprehensive online gift acceptance process	Ongoing discussion—tied to New Business Architecture initiative	Financial support, priority among many NBA targets
2. Reduce documentation requirements for gifts under \$5,000 and maintain post-audit accountability	Phased approach is underway. Will implement for gifts under \$1,000 to existing fund in 2002-03.	Will move to higher amounts, add new funds over time. For new funds—direct deposit to benefiting account—post-audit exception could create a deficiency.

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D. Topics for Further Review		
1. Office of Research processes <ul style="list-style-type: none"> • Conflict of interest • Gift vs. grant 	OVCR has reduced its processing time for complete packages from 2 weeks to 2-3 days.	The gift vs. grant issue involves multiple stakeholders with conflicting interests—but the dialog has begun.
2. UCOP <ul style="list-style-type: none"> • More frequent online access to endowment balances/financial activity • Improve turnaround time for providing new fund numbers • Where OP receives gift, ensure that it adheres to UCD standards for timeliness 	Online access to balances and financial activity will be available July 1, 2002, in DaFIS DS. A&FS is working with OP to get faster assignment of fund number (assign campus a block and let campus assign to individual funds?)	
3. Service center model—replace dept processing by school/college processing to realize economies of scale		If this is better, how much do we want to encourage A.4? Maybe we need both—processing occurs at level where there is best coincidence of volume and self-interest in spending the money.