



OFFICE OF THE CHANCELLOR
405 HILGARD AVENUE
LOS ANGELES, CALIFORNIA 90095-1405

February 28, 2006

DA 730.01

VICE CHANCELLOR MICHAEL EICHER, EXTERNAL AFFAIRS

ASSOCIATE VICE CHANCELLOR RHEA TURTELTAUB, EXTERNAL AFFAIRS DEVELOPMENT

**ASSISTANT VICE CHANCELLOR NEAL AXELROD, EXTERNAL AFFAIRS FINANCE &
INFORMATION MANAGEMENT**

ASSISTANT VICE CHANCELLOR MICHAEL BRENNAN, HEALTH SCIENCES DEVELOPMENT

ASSISTANT VICE CHANCELLOR TRACIE CHRISTENSEN, UCLA COLLEGE DEVELOPMENT

Delegation of Authority – Soliciting, Accepting and Returning Gifts

References: (a) UC DA 2011 (To Solicit and Accept Gifts) to Chancellors, et al., dated March 23, 1994;

(b) UC DA 0225 (Authority to Return Gifts) to Chancellors and the Vice President Agriculture and University Services, dated June 5, 1969;

(c) UC Administrative Guidelines for Campus Foundations, February 12, 2004.

Supersedes: UCLA DA 6310.1 (To Solicit and to Accept Gifts and To Return Gifts) to Vice Chancellor Charles, et al., dated July 1, 1992, and the delegation letter to Executive Director Sowell and Manager Russ, dated February 17, 1998.

Effective as of the date above, I hereby delegate to you, in your respective areas of responsibility, in accordance with the relevant provisions referenced in (a), (b) and (c), above, and the conditions set forth in the attached matrix (Attachment A), authority to solicit, accept and return gifts. In all cases, the gifts must be for existing academic or previously approved programs not requiring the approval of the President or The Regents. The UCLA Foundation may accept gifts in accordance with the provisions of Section II.J of the UC Administrative Guidelines for Campus Foundations.

In the exercise of the authorities described above, External Affairs officials and other officials, acting on behalf of External Affairs or the UCLA Foundation, will be governed by the conditions set forth in UC DA 2011, dated March 23, 1994 (Attachment B). Regental, Presidential or Chancellorial authorization is required for solicitation or acceptance of any gift that involves:

- any gift over \$5,000,000 (Presidential approval);
- any gift over \$1,000,000 up to \$5,000,000 (Chancellorial approval);
- an exception to approved University programs or policies (Regental approval);
- an obligation on the part of the University to expenditures or costs for which there is no established fund source (Regental approval);
- construction of facilities not previously approved (Regental approval);
- an interest in real property (Regental or Presidential approval, as appropriate);

- an endowed chair or professorship (Presidential approval; UC Policy APM-191);
- naming of University properties, programs and facilities (Presidential or Chancellorial approval as appropriate; UC Policy dated March, 1996; UCLA Policy 112)
- a fundraising campaign over \$5,000,000 for any purpose (Presidential approval; UC DA 2018)

This delegation is being reissued to revise the provisions of the delegated authority so that they are compliant with the current UC delegations of authority to the Chancellor and with the UC Administrative Guidelines for Campus Foundations (noted above, under References). In addition, a matrix of delegated authority to selected UCLA officials has been added.

This authority may not be further redelegated.



Albert Carnesale
Chancellor

Attachments

cc: Executive Vice Chancellor/Provost
Vice Chancellor Business and Administrative Services
Senior Vice President — University and External Relations
General Counsel & Vice Chancellor – Legal Affairs
Special Assistant, Coordination & Review
Administrative Policies Coordinator

ATTACHMENT A
Soliciting, Accepting and Returning Gifts
Delegated Authority Matrix

Gifts Made to The Regents for the UCLA Campus				
				Return gifts* to a Donor
Accept gifts in an amount not to exceed \$ 1,000,000				
Accept gifts in an amount not to exceed \$ 500,000				
Solicit gifts in an amount not to exceed \$1,000,000				
Vice Chancellor, External Affairs	√	√	√	√
Associate Vice Chancellor, External Affairs (EA) Development	√	√	√	√
Assistant Vice Chancellor, UCLA College Development	√	√	√	n/a
Assistant Vice Chancellor, Health Sciences Development	√	√	√	n/a
Assistant Vice Chancellor, Finance & Information Management (F&IM)	n/a	√	√	√
Executive Director, F&IM, Gift Services	n/a	√	n/a	n/a
Director, F&IM, Gift Acceptance	n/a	√	n/a	n/a
Directors of Development, as approved by Associate Vice Chancellor, EA Development	√	n/a	n/a	n/a
Deans and other faculty members in conjunction with one of the Officials above with the same delegated authority	√	n/a	n/a	n/a
Gifts Made to The UCLA Foundation				
				Return gifts* to donors
Accept gifts in an amount not to exceed \$ 1,000,000				
Solicit gifts in an amount not to exceed \$1,000,000				
Executive Vice President, The UCLA Foundation (Vice Chancellor, External Affairs)	√	√	√	
Vice President, Development, The UCLA Foundation (Associate Vice Chancellor, External Affairs Development)	√	√	√	
Vice President, Finance & Treasurer, the UCLA Foundation (Assistant Vice Chancellor, Finance & Information Management (F&IM))	n/a	√	√	
Assistant Vice Chancellors, Development, as approved by the Associate Vice Chancellor, EA Development	√	n/a	n/a	n/a
Directors of Development, as approved by the Associate Vice Chancellor, EA Development	√	n/a	n/a	n/a
Deans and other faculty members in conjunction with one of the Officials above with the same delegated authority	√	n/a	n/a	n/a

*After consultation with University General Counsel, all or any unused portion of a gift of personal property, when the purposes of the gift have been fulfilled, or have become impossible or impracticable, when alternative uses are precluded.

ATTACHMENT B**Delegation of Authority – To Solicit and Accept Gifts**

UC DA 2011

March 23, 1994

CHANCELLORS

VICE PRESIDENT--AGRICULTURE AND NATURAL RESOURCES

VICE PRESIDENT--UNIVERSITY AND EXTERNAL RELATIONS

Delegation of Authority--To Solicit and Accept Gifts

The authority granted to the President to solicit and accept gifts, under Section 100.4(dd) of the Standing Orders of The Regents, is delegated to you within your respective jurisdictions, up to and including a value of \$5 million, effective immediately, with the exceptions noted below.

In addition, the Vice President--University and External Relations is authorized:

1. to approve solicitation or acceptance of any gift over \$5 million, an authority which shall not be redelegated; and
2. to accept gifts to the University which have not been designated for a specific campus or which have been designated for use by more than one campus or on a Universitywide basis.

Regental authorization is required for solicitation or acceptance of any gift that involves:

1. exceptions to approved University programs or policies [Standing Order 100.4(dd)(1)];
2. obligations on the part of the University to expenditures or costs for which there is no established fund source [Standing Order 100.4(dd)(1)];
3. construction of facilities not previously approved [Standing Order 100.4(dd)(1)];

Regental or Presidential authorization, as appropriate, is required for solicitation or acceptance of any gift that involves an interest in real property [Bylaw 21.3(f)(2)(aa)].

Your authority to act is subject to the following conditions:

1. Whenever there is any ambiguity in the terms of a gift proposal or other question as to its legal effect, the matter shall be referred to the General Counsel and Vice President for Legal Affairs for interpretation and advice. A copy of the proposal and the General Counsel's opinion shall be provided to the Vice President--University and External Relations. If there is any doubt whether gift terms comply with the policies of the University, including those set forth in the Development Policy and Administration Manual, the questions shall be referred to the Vice President--University and External Relations for interpretation and advice prior to acceptance.
2. Gifts to The Regents shall be accepted, administered, documented, and reported in accordance with established University policies, guidelines, and procedures.
3. Gifts to Campus Foundations shall be accepted, administered, documented, and reported in accordance with the September 15, 1989 Policy on Campus Foundations and the October 13, 1989 Administrative Guidelines for Campus Foundations.

4. Gifts to University Support Groups shall be accepted, administered, documented, and reported in accordance with the November 16, 1990 Policy on University Support Groups and the April 24, 1991 Administrative Guidelines for University Support Groups.
5. Gifts to The Regents shall be accepted in the name and become the property of The Regents of the University of California.
6. Gifts of \$1 million and more to The Regents, the Campus Foundations, and the University Support Groups shall be reported quarterly to the President by the Chancellor; this responsibility shall not be redelegated.

For purposes of this delegation the dollar amount of a gift shall be the amount of cash actually received; or, if in the form of a pledge, the full amount pledged; or shall be equivalent to the fair market value of securities or personal property.

Any redelegation of this authority shall be limited to the solicitation or acceptance of gifts which do not exceed \$1 million. Redelegation by the Chancellors and the Vice President-- Agriculture and Natural Resources shall be in writing with copies to the Vice President-- University and External Relations, the Special Assistant--Coordination & Review, and the General Counsel and Vice President for Legal Affairs. Any redelegation by the Vice President--University and External Relations shall be in writing with copies to the Special Assistant--Coordination & Review and the General Counsel and Vice President for Legal Affairs.

This delegation supersedes the March 24, 1986 delegation of authority to Chancellors, the Vice President--Agriculture and Natural Resources, and the Vice President--Budget and University Relations on this same subject (DA 0894).

J. W. Peltason

cc: Members, President's Cabinet

Special Assistant--Coordination & Review

Principal Officers of The Regents