



**Minnesota State Colleges and Universities  
System Procedures  
Chapter 8 – College & University Relations  
Procedures associated with Board Policy 8.3**

### **8.3.2 Waiver to College-, University-, and System-Related Foundations Policy**

**Part 1. Purpose.** The purpose of this procedure is to establish criteria for waivers from Board Policy 8.3, Part 2, Subpart B, which requires that, in return for administrative support, foundations must contribute to the system, college, or university an amount equal to or more than the value of the administrative support provided by the system, college, or university to the foundation.

The foundations play an important role in building good will and providing financial support for the colleges, universities and the system. It is recognized that the foundations provide tangible and intangible value to the colleges, universities and the system by building community support; by promoting the colleges, universities and system to varied audiences including alumni, community members, prospective students, current students, faculty and staff; and by conducting activities that enhance the reputations of the institutions and the system. While it is expected that foundation financial contributions to the system, college or university will equal or exceed the cost of support provided to the foundation, it is recognized that new foundations or foundations undergoing structural or mission change may have difficulty meeting this financial expectation in the early stages of growth or change.

**Part 2. Waiver Requests.** The chancellor or the chancellor's designee may grant a temporary waiver to Board Policy 8.3, Part 2, Subpart B in cases where a new foundation is being formed, or where a foundation is changing its mission, purpose or structure, in order to assist the foundation in building its capacity to provide financial support to the college, university, or system.

To be eligible for a waiver, a college, university or system must submit in writing:

- a. A request that clearly states the reason for the waiver, signed by the president or chair of the foundation's board of directors and by the president or chancellor of the college, university, or system, or the president or chancellor's designee;
- b. A plan with clearly articulated, formally adopted fund-raising goals for the period for which the waiver is requested and the strategies and tactics that will be used to achieve the goals;
- c. A budget that shows the financial value of the services that will be provided by the college, university, or system to the foundation and the expected contribution from the foundation to the college, university or system in each year for which the waiver is requested.

The waiver request for a college or university may be granted, in writing, upon a determination by the chancellor or the chancellor's designee that the request is reasonable and that the plan and budget are adequate to achieve the stated goals. If a waiver is requested by the system, the determination shall be made by the Board of Trustees. Upon such approval, the contract between the college, university or system and the foundation must be amended in accordance with the modified requirements.

**Part 3. Conditions.** A waiver may be granted for no more than three consecutive years. Waivers from Board Policy 8.3, Part 2, Subpart B may be granted to a college, university or system for no more than three years in a 10-year period.

Once a waiver is granted, the college, university, or system must submit quarterly reports to the Office of the Chancellor on progress toward meeting the goals.

If a requested waiver is denied, the college, university, or system must reduce the administrative support provided to the foundation to an amount that brings the institution into compliance with Board Policy 8.3, Part 2, Subpart.

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