



BOARD OF REGENTS

SUMMARY OF ITEM FOR ACTION, INFORMATION OR DISCUSSION

TOPIC: Quasi-endowment awards

COMMITTEE: Advancement

DATE OF COMMITTEE MEETING: October 28, 2015

SUMMARY: Staff will report to the Committee on Advancement regarding the awarding of quasi-endowment program grants for FY2016. Funding for these grants comes from income generated by the USM commitment of \$10 million to the quasi-endowment fund created to support endowment building across all institutions.

ALTERNATIVE(S):

FISCAL IMPACT:

CHANCELLOR'S RECOMMENDATION:

COMMITTEE ACTION:

DATE: 10.28.15

BOARD ACTION:

DATE:

SUBMITTED BY: Leonard Raley, lraley@usmd.edu, 301-445-1941



**Guidelines for Quasi-Endowment Grant Program
(Updated 1/15/2015)**

In FY15, the USM and its institutions established a \$50 million quasi-endowment in support of endowment-building at each USM institution. The USM Office implemented a grant program funded by its \$10 million commitment to this quasi-endowment. Approximately \$425,000 in funds will be made available through this competitive grant process. Proposals will be approved by the Board of Regents Advancement Committee at their fall meeting and are due September 15.

Guiding Principles

1. Activity and/or position should support endowment building efforts.
2. Activity and/or position should have a strong evaluation or benchmarking component to assess success toward measurable goals.
3. Grant requests should not exceed \$75,000.
- 4. Only one grant request per institution will be considered.**
5. Funds should be directed to new programs / projects. Funds should not replace existing or budgeted funds.
- 6. Requests for continued funding will be considered for a total of three grant cycles.**

Process

<u>Date</u>	<u>Action</u>
September 15	Grants due to USM Advancement Office. Email submissions accepted. <i>Please submit to Gina Hossick, ghossick@usmd.edu.</i>
September-October	USM Staff reviews, ranks, and recommends approval of submissions
Fall Advancement Committee Meeting	Advancement Committee accepts recommendations or proposes alternatives
Within 48 hours of Advancement Committee meeting	VPs informed of grant application status in writing
January-December	Grant Projects Implemented
January 30 (after end of grant period)	Reports due to USM Advancement Office

Proposal Format (page limit of 3 pages)

Letter of Submission: A short letter, signed by the vice president for advancement, outlining the amount of request and its purpose.

Abstract: Please describe the activity and/or position.

Need: Please describe how this activity or position will address a specific need within your advancement program. Include any analysis or data that supports your case.

Strategy: Please describe how this activity/position fits within your overall advancement and endowment building strategy.

Impact: What measurable outcomes do you anticipate will result from this activity/position?

Timeline: When do you anticipate seeing measurable progress as the result of this activity/position?

Sustainability: Will this activity/position be integrated into the long-term operations of the advancement program? If so, how?

Budget: Budget form to be provided. Please write a short narrative to accompany budget. (The budget will not be included in the page limit.)

In addition to these questions, please indicate if your institution or another funding source be committing any matching funds to leverage this grant.

Report Format (post grant—due January 30 the year following the grant activity and required in order to receive any additional funds)

1. Describe activity/position and all accomplishments.
2. List your outcomes as stated in your proposal and evaluate progress made towards these goals.
3. Has the funded activity/position been consistent with the proposed objectives, activities and goals? If any revisions to the proposal were necessary, what changed and why?
4. Explain any delay or deficiency in accomplishing the objective(s).
5. Describe all unexpected benefits/outcomes attributable to funding.
6. If there are unexpended funds at the end of the grant period, please provide an explanation of how you propose to reallocate the unspent funds. New allocations must be part of the same project.

**USM Quasi-Endowment Awards
FY2016**

INSTITUTION	AMOUNT REQUESTED	AMOUNT AWARDED	DESCRIPTION
Bowie State	\$75,000	\$75,000	Grant writing initiative, matching gift campaign, alumni engagement initiative, and planned giving initiative
Coppin State	\$75,000	\$58,000	Continued support for a faith-based initiative centered on planned giving. Provided partial support due to limited funds available.
Salisbury	\$50,000	\$50,000	Continued partial funding of a planned giving position.
USG	\$75,000	\$0	Continued development of ACES Advancement plan, with additional programmatic component for Career Experience Opportunities program. Not funded for FY16.
University of Baltimore	\$75,000	\$75,000	Funding for a planned giving position.
UMB	\$43,750	\$22,000	Planned giving activities: phone survey, online estate planning seminar, personalized planned giving solicitations. Partial award due to limited funds.
UMCP	\$60,000	\$30,000	Endowed Funds Donor Recognition Websites. Partial award due to limited funds.
UMCES	\$75,000	\$75,000	Continued funding of assistant director for development position at Chesapeake Biological Laboratory.
UMES	\$75,000	\$40,000	Funding for stewardship videos and stewardship coordinator. Partial award due to limited funds available.
Total Requests	\$603,750	\$425,000	