Humboldt State University Advancement Foundation
Guidelines for Use of Unrestricted or Discretionary Funds
Adopted October 6, 2017

The Foundation solicits and accepts two types of discretionary contributions: unrestricted contributions where the donor has not specified the use of the funds and restricted contributions where the donor has specified a program or department but allows the recipient to choose the specific purposes for which the funds are spent.

In pursuit of its charitable purposes, the Foundation can use its funds to make direct distributions of money to the University, purchase goods or services for the University, or pay expenses on behalf of the University.

The following principles should guide the use of discretionary contributions. In general, discretionary contributions must be used:

- For purposes central to the mission of the University

- To make a material difference in the outcome of a program or initiative

- In sustainable ways avoiding the creation of on-going unfunded needs

The Foundation expects the use of discretionary funds to follow the following guidelines.

Guideline One

Discretionary funds provide flexibility when other resources are unavailable or create or sustain programs difficult to fund in other ways

Guideline Two

Discretionary funds should accomplish one or more of the following:

- Augment the capacity of a University program or initiative

- Capitalize on a special or unique opportunity

- Leverage additional resources for the University

- Address a critical or urgent issue

- Encourage collaborative work across programs, departments, or sectors

Guideline Three

Priority should be given to uses meeting one or more of the following:

- Engage those most impacted by an issue in developing and executing the program

- Encourage meaningful collaboration across programs, departments, and sectors

- Provide seed funding with the potential to become sustainable

- Demonstrate a good return on investment (e.g. are cost effective with potential for significant impact)