

TRUE Research Foundation

Offers of Gifts

POLICY # 11

PURPOSE OF POLICY

The purpose of Policy # 11 is to provide a uniform standard for providing charitable gifts to the Military and identifying a need from the Military.

TERMS OF POLICY

1. TRUE Research Foundation, as a 501(C)(3) Charitable Organization, identifies funds that are available to be donated to Military Sites via the Offer of Gift process
 - a. These funds have been donated in support of programs within specific departments
 - b. Each Department has been assigned a TRUE reference number
 - c. These Departments have sub-reference numbers
 1. Active Studies (temporarily restricted) are identified as any letter other than "M"
 2. Continuing education grants and/or non-study funds are identified as "M"
2. TRUE requires that each Department designate one individual as the Authorized Access to the TRUE Department Account.
 - a. TRUE requires that each Department sub-account that is not an "M" account be identified with the name of the study and the name of the P.I. assigned to the study.
 - b. The name of the Authorized Access and the P.I. must be on file and in writing at the TRUE Office.
 - a. TRUE will release information on the entire Department account to the Department Authorized Access, including sub-accounts.
 - b. TRUE will release information on all sub-accounts not labeled "M" to the Authorized Access PI of that sub-account.
3. TRUE will process offers of gift only when the proper form and documentation has been received by TRUE and the request conforms to the DOD Regulations and codes.
 - a. This form must be signed by the Authorized Access and/or designated PI if a sub-account is not labeled "M" from the Military site
 - b. Requests should state, "A Need has Been Identified".
 - c. Any requests received which are incorrectly worded in such a manner so as to Jeopardize the requester or the base will be pulled and the requester will be contacted to correct the error.
 - d. All requests must be allowed a minimum of 2 weeks for processing
4. The CEO has the right to refuse any Offer of Gift.

Approved: Board of Directors Meeting September 21, 2001
Updated by the Board of Directors - September 24, 2004