



## LETTER OF AGREEMENT

THE \_\_\_\_\_ ENDOWED SCHOLARSHIP

### PURPOSE

The purpose of this LETTER OF AGREEMENT is to establish a scholarship endowment and to insure that the desires of the donor are honored through the endowment guidelines and criteria set forth in this agreement between \_\_\_\_\_ hereinafter referred to as “*the Donor*” and Athens State University Foundation, hereinafter referred to as “*the Foundation*”.

### GUIDELINES

The endowment will be named the \_\_\_\_\_ Endowed Scholarship. The amount of the ENDOWMENT as of this date is \$\_\_\_\_\_, with a pledge amount of \$\_\_\_\_\_ due by \_\_\_\_\_ in order to fully fund the scholarship. Additional gifts from family and friends will be added to the endowment as received. In the event the endowment is not fully funded per the terms of this agreement, any funds contributed will be transferred to the General Endowment Fund of the Foundation, at the sole discretion of the Foundation’s Board of Directors (“*the Board*”).

The ENDOWMENT will be invested under the direction of *the Foundation* TREASURER in accordance with the investment policies of the Foundation as established by *the Board*. A percentage of the ENDOWMENT, up to 5%, based on earnings of the ENDOWMENT, may be disbursed for scholarships each year.

The portion of the fund’s value that is spendable annually for the designated purpose is also to be determined, from time to time, by *the Board*. Among criteria for determination will be preservation of the principal, protection from the long-term effects of inflation, current and future funding necessary to fulfill the designated purpose of the fund, expected total return on investments over the long-term, and other relevant economic conditions. At the sole discretion of *the Board*, up to one-half of the annual income may be added to the principal of the \_\_\_\_\_ Endowed Scholarship fund to enhance the continued growth of the fund. The actual portion of income to be reinvested will be determined in accordance with Foundation policies and by the affirmative vote of *the Board*.

The ENDOWMENT will be housed under the Athens State University Foundation Fund. The Office of University Advancement will acknowledge all gifts to the ENDOWMENT. The Office of University Advancement, *the Foundation* Scholarship Committee, and the Athens State University Financial Aid Office will coordinate the administration of funds, selection of recipients, notification of persons requiring annual reports, and all other administrative functions relevant to the ENDOWMENT.

*The Donor* and *the Foundation* agree that if, at any time in the future, in the sole discretion of *the Board*, it is determined that the purposes and/or needs for which the Fund was initially established no longer exist or are no longer applicable, *the Board* shall have full authority to redirect the use of this Fund for the benefit of Athens State University and/or its students in any manner which *the Board* determines best reflects the original wishes of *the Donor*.

**CRITERIA**

Any student who meets the following criteria will be eligible to receive a scholarship through the \_\_\_\_\_ Endowed Scholarship. The recipient(s):

- Must be an incoming or current student taking a minimum of six hours.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- The student must be in good academic standing with the University.
- The scholarship is renewable annually up to a total award of two years.
- The scholarship will be listed in the university catalog.

THIS AGREEMENT is effective on \_\_\_\_\_. It is considered a gift made in good faith by *the Donor* to support Athens State University in accordance with the terms of the agreement.

IN APPROVAL, the parties, through their authorized representatives, have affixed their signatures below.

**DONOR**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**Vice President for University Advancement    President, Athens State University Foundation**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_