

Approved by the Board of Trustees,
September 9, 2004

Board Meeting
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ROLL CALL

RENEWAL OF FISCAL YEAR 2005 AGREEMENTS FOR UNIVERSITY OF ILLINOIS ALUMNI ASSOCIATION AND UNIVERSITY OF ILLINOIS FOUNDATION

Action: Approve Renewal of Agreements

Funding: State Appropriated and Institutional Funds

The President of the University with the concurrence of the appropriate University officers recommends the renewal of agreements with the University of Illinois Alumni Association and the University of Illinois Foundation for Fiscal Year 2005. Since 1982, the Board of Trustees has designated the Alumni Association and the University of Illinois Foundation as University-related organizations and authorized basic service agreements for certain services. The award of these agreements is in accordance with the procedures of the Illinois Procurement Code, and the *University Guidelines* of the Legislative Audit Commission.

Alumni Association

The agreement requires the Association to provide management and supervisory services for data gathering, data entry, and maintenance of alumni records on the Foundation Alumni Constituency Tracking System (FACTS) and management

services of the activities of the Alumni Career Center. The Association will publish periodicals that will be distributed to alumni. The Association will provide support to University field activities such as meetings of alumni groups and off-campus communications with alumni.

The University will provide direct support for the Association at an estimated amount of \$2,501,700 for FY 2005. This support will be provided during the course of the year through contractual payments to the Alumni Association for the costs of services rendered and through funds allocated in the University's Office of Alumni Relations and Alumni Career Center for the maintenance of alumni support functions. The agreement also provides for the Association's use of FACTS to maintain membership records and for access to and joint ownership of such records. Ownership of the periodicals published by the Alumni Association resides with the Association. Also provided is the employer cost of benefits for University employees working in the Office of Alumni Relations and the Alumni Career Center.

Foundation

The agreement requires the Foundation to provide fund-raising services and other assistance to attract private gift funds to support University programs. The Foundation agrees to accept and administer such gifts according to terms specified by the donor, to inform the University of all gifts received for the benefit of the University, and to apply the same in accord with the terms of the gift or, as in the case of all undesignated gifts as the University may determine. The Foundation also will provide management

and supervisory services for the maintenance of donor records on the FACTS. The Foundation assesses a management fee to Foundation gift accounts as a means to support some of its private gift fund-raising operations.

The University will provide direct support for the Foundation at an estimated amount of \$6,901,200 for FY 2005. The support will be provided through payments to the Foundation during the course of the year based upon actual costs incurred and through funds allocated to the University Office of Development for the maintenance of donor records and other fund-raising support functions. The FY 2005 contract provides for additional fund-raising staff, and reflects the transfer of the budget for the University Alumni Development Information Systems (UADIS) office. The University, Alumni Association, and Foundation have agreed that Foundation management of UADIS operations will provide more efficient and better targeted information technology services for fund-raising and constituent relationship activities. UADIS previously reported to the Vice President for Administration.

Certain routine business and financial services will be provided to the Foundation as needed. The agreement also provides the Foundation with access to the University's FACTS for the purpose of conducting fund-raising activities. Also provided is the employer cost of benefits for University employees working in the Office of Development.

Institutional funds, generated from a management fee assessed to University gift accounts, and State appropriated funds are available to support these agreements for FY 2005.

The board action recommended in this item complies in all material respects with applicable State and federal laws, University of Illinois *Statutes*, *The General Rules Concerning University Organization and Procedure*, and Board of Trustees policies and directives.