



## **General Donor and Giving Frequently Asked Questions**

We sincerely appreciate your enthusiasm for supporting Colorado State University. We also understand that you may have a few questions regarding your gift to CSU. Below, you will find the most commonly asked questions we receive from donors. If you don't find what you're looking for or have additional questions, please don't hesitate to contact the Office of Donor Relations & Stewardship.

Colorado State University  
University of Advancement  
Office of Donor Relations & Stewardship  
Phone: (970) 491-7774  
E-mail: [donor\\_relations@colostate.edu](mailto:donor_relations@colostate.edu)

## **How do I make a gift to Colorado State University?**

### **Online**

Our secure online giving form is the easiest way to make your gift. To make an immediate gift using your credit or debit card, please visit <http://giving.colostate.edu>.

### **Phone**

If you prefer to make your gift over the phone, or if you have questions while trying to make your gift, please contact the Office of Donor Relations.

### **Mail**

To mail a gift, please make your check payable to Colorado State University Foundation. If you wish to designate your gift to a certain area, please write that in the memo line of the check.

Mailing address:  
Colorado State University Foundation  
P.O. Box 1870  
Fort Collins, CO 80522-1870

For security and safety reasons, **do not mail cash** donations. Instead, please deliver to:  
Colorado State University Foundation  
601 S. Howes St.  
410 University Services Center  
Fort Collins, CO 80523-9100

## **Can I choose what my gift supports?**

Absolutely! Colorado State University believes you should be able to support what matters most to YOU. With more than 1,000 funds available, there is a designation that should match your

philanthropic passion. To view a list of options, please visit <https://advancing.colostate.edu/giving/catalog.asp>.

Not sure where to begin? Call or e-mail us. The Office of Donor Relations would be happy to connect you to your philanthropic passions.

### **When is the best time to make my gift?**

This depends on your philanthropic goals. CSU's fiscal year runs from July 1 to June 30. If you make your gift between those months, your contribution will count toward the University's fundraising goal that fiscal year. To take advantage of tax benefits, your gift must be made by the end of the calendar year. Please consult a financial adviser if you are considering the tax advantages of making a gift to CSU.

### **I can't make a large donation to CSU. Does my gift even make a difference?**

Most definitely, yes! Every gift to CSU, no matter the size, supports our students and advances the work of our faculty.

### **Can you charge my credit card on a recurring schedule for my gift?**

Yes. You can authorize your credit card to be automatically charged on an ongoing or limited basis.

### **Are memberships considered gifts to CSU?**

Membership in the CSU Alumni Association and CSU Athletics Ram Club are considered gifts to CSU.

For additional details on membership benefits contact:

CSU Alumni Association: (970) 491.6533 or <http://alumni.colostate.edu>

CSU Athletics Ram Club: (970) 491.4666 or <http://csuramclub.colostate.edu>

### **What is a giving society? How do I qualify for one?**

Colorado State University's giving societies honor and recognize donors for their continued support of CSU's mission and vision.

**Green & Gold Society** – recognizes students and young alumni who have graduated in the last 10 years who make gifts of any size to a University funding area and continue to make gifts annually.

**1870 Club** – recognizes donors who contribute \$1,870 or more during one calendar year.

**Morgan Society** – recognizes donors who have achieved \$100,000-\$999,999 in cumulative giving to CSU.

**Lory Society** – recognizes donors who have achieved \$1 million or more in cumulative giving to CSU.

**Frontier Legacy Society** – recognizes alumni and friends who have invested in the University's future through a planned gift.

## **What are some gift options?**

- **Gift of Cash**

A gift of cash is a simple and easy way for you to make an immediate impact on Colorado State University's mission. Visit <http://giving.colostate.edu> to make an online gift.

If you prefer to make your gift over the phone, or if you have questions while trying to make your gift, contact the Office of Donor Relations.

- **Matching Gifts**

Many employers sponsor matching gift programs and will double or even triple any charitable contributions made by their employees. Visit your company's employee website or benefits office to learn about eligibility and how to initiate your matching gift. We will do the rest. Some companies even match gifts made by retirees and/or spouses. Visit <http://www.matchinggifts.com/colostate> to find out if your company has a matching gift policy.

- **Memorial and Honorary Gifts**

If you have a friend or family member who has been touched by Colorado State University, you are welcome to make a gift in honor or memory of that individual. This type of gift is a thoughtful and meaningful way to recognize the accomplishments or memory of a colleague, professor, friend, or relative.

To designate your gift in honor or in memory of someone, please indicate their name on the memo line of your check or in the space provided on the online form. The Office of Donor Relations notifies the honoree or relative regarding all gifts made in this way.

Dedicated trees and benches are also thoughtful gestures to remember someone who has meant so much. Costs vary depending on the size and type of tree. For more information, contact the Office of Donor Relations.

- **Payroll Deductions**

If you are a current CSU employee, you may make a monthly gift via payroll deduction. To create or modify a payroll deduction, please log in to Donor Connect.

<https://advancing.colostate.edu/community>

- **Gift Planning**

CSU's Office of Gift Planning can assist you in making a planned gift (such as an estate, bequest, or trust). There are a variety of options that take into consideration your personal circumstances and the needs of your family. For more information visit

<http://giftplanning.colostate.edu> or call the Office of Gift Planning at (970) 491.3414.

- **Gifts-In-Kind**

A gift of personal property includes equipment, inventory, books, works of art, vehicles, or other tangible property. Gifts of personal property are accepted by Colorado State

University. Gifts-in-kind will be used to benefit the college, department, or center as designated by the donor.

Acceptance of the gift is based on whether Colorado State University can use the gift in furtherance of its mission. Consideration will be given to the cost of accepting and maintaining the gift as well as costs associated with potential resale of the gift. Depending upon the donor's tax circumstances, a charitable deduction may be claimed if the gift is accepted for the University's tax-exempt purposes. Please consult your tax advisor to determine the tax deductibility of your gift.

- **Endowments**

Similar to a savings account, endowment funds generate income from the principal investment and provide permanent support for teaching and research, student aid, and a variety of other academic programs and activities.

**Can I make my gift in installments?**

Yes. Donors often make gift pledges that can be paid over a period of time. We are here to assist you in determining if a pledge is the best option for you and to help you with the process.

**When will I receive a receipt for my gift?**

If you've made your gift using the online gift form, you will receive an official e-mail receipt from the CSU Foundation when your gift has been processed (usually 1-2 business days). If you prefer to receive a printed receipt, please allow 2-4 business days.

**How much of my gift is tax-deductible?**

That depends on the nature of your gift. Most gifts are at least partially deductible. If you receive any goods or services in return for your gift, such as auction items or tickets, the fair-market value of those items is not tax-deductible. Please consult your tax advisor to determine the tax deductibility of your gift.

**How do I obtain a copy of my tax receipt?**

To obtain a duplicate copy of your tax receipt, please contact the Office of Donor Relations

**Who do I contact to find out information about a gift I've already made?**

The Office of Donor Relations would be happy to assist you.

**How do I set up a scholarship?**

If you'd like to create a scholarship, please contact the Office of Donor Relations and we'll put you in touch with the college's or unit's development office. We'll work with you to better understand your vision for the scholarship as well as your financial commitment.

**Does CSU assess a fee on donations?**

Yes. In line with nonprofits, charitable organizations, colleges and universities, and the majority of our peer institutions who fundraise, Colorado State University assesses an

Advancement Investment Fee on gifts. The Advancement Investment Fee (5 percent as of July 1, 2016) is one of many revenue streams used to sustain and stabilize the University's fundraising efforts to bring in charitable dollars to invest in students, programs, faculty, research, and facilities. The Advancement Investment Fee is applied monthly to CSU faculty and staff payroll deduction gifts.

The Advancement Investment Fee is applied to each gift according to the following tiered structure (maximum \$400,000 as of July 1, 2016):

- 5% on first \$5 million
- 3% on the next \$5 million
- 0% on the portion of the gift that exceeds \$10 million

For more information on the Advancement Investment Fee, visit <http://giving.colostate.edu/gift-stewardship> or call the Office of Donor Relations.

**Does the Advancement Investment Fee affect tax-deductibility of my contribution?**

The AIF does not affect the deductibility of your gift. Donors receive a gift receipt for the full amount of their gifts.

**How does the Advancement Investment Fee help Colorado State University?**

The Advancement Investment Fee supports the philanthropic initiatives at Colorado State University. As state support for higher education continues to diminish, charitable giving becomes even more crucial to sustain CSU as a vital, thriving institution. University Advancement, which is responsible for CSU's fundraising activities, maintains an efficient operation and remains a key investment for the University.

**STATE YOUR PURPOSE**

• THE CAMPAIGN FOR COLORADO STATE UNIVERSITY •