



**309.0 IX 5.00 POLICY OF THE BOARD OF REGENTS ON ETHICAL PRACTICES IN CHARITABLE GIVING**

(Approved by A

o encourage responsible gift solicitation among the institutions of The University System of Maryland.

**I. Institutional Responsibilities**

The University System of Maryland and its affiliated foundations have a legal and ethical duty to act with fairness, honesty, and integrity in connection with the solicitation, planning, and receipt of private gifts for the benefit of the System, its institutions, and its regional centers. The System and its affiliated foundations, in soliciting, planning, and receiving gifts must comply with all applicable laws or regulations pertaining to ethics in any state or country in which a solicitation takes place. In connection with a charitable solicitation, no person acting for or on behalf of the University System of Maryland or any affiliated foundation may commit an act or engage in a practice that by affirmative representation or by omission is misleading about anything important to, or likely to affect, another person's decision to make a charitable contribution. Such an act or practice violates this policy whether or not a person has in fact been misled, deceived, or damaged as a result of such act or practice.

**II. Individual Responsibilities**

All individuals soliciting gifts represent their institution and have the following obligations:

A. Personal Integrity

- i. Adhere to the spirit as well as the letter of all applicable local, state, and federal civil and criminal laws and regulations;
- ii. Act according to the highest standards and values of their institution, profession and conscience;



### C. Public Trust

- i. Structure gifts to achieve a fair and proper balance between the interests of donor and those of the institution;
- ii. Ensure donated funds are used in accordance with donors' directions and intentions;
- iii. To the best of their ability, see that the donor gives explicit consent before the conditions of any gift are alter

- v. Help ensure appropriate and consistent accounting, budgeting, and reporting methodologies in accordance with nationally adopted standards and guidelines.
- vi. Disclose all relationships which might constitute or appear to constitute conflicts of interest;

#### E. Compensation

- i. Not accept commission based compensation or compensation based on a percentage of funds raised;
- ii. Not accept external compensation for the receipt of a gift or information leading to a gift;
- iii. Agree not to pay compensation to individuals in respect of a gift or information leading to a gift.