

**MURRAY STATE UNIVERSITY FOUNDATION, INC.  
POLICY**

**SUBJECT:** Gifts Matched by Donor's Employer

**DATE:** October 2, 1998

**PURPOSE**

Many Murray State University (University) alumni and friends are employed by companies which match employee gifts to educational institutions. The Murray State University Foundation, Inc. (Foundation) encourages such giving programs and the company's contribution is acknowledged to be the same as if the employee had personally made the gift. The following procedures will be used in processing matching gifts:

**PROCEDURES**

1. The matching gift will be deposited into the same account as the individual donor's gift, unless otherwise specified by the donor or the company.
2. Matching gift forms sent by a donor with a pledge will not be sent to the company until the pledge is paid.
3. The receipt for the matching gift will be sent to the matching company. The matching gifts will be posted to the actual company and/or the Foundation, or charitable gift fund that the donation is coming from. The employee (original donor) gets matching gift relationship credit (like soft credit) for the match.
4. When calculating membership in gift clubs, matching gifts will be credited toward the membership of the employee.
5. Records shall be kept on companies providing matching gifts to the ~~MSU~~ Foundation. Any company making matching gifts which, in total equal or surpass the amount necessary to achieve membership in the Presidents Club, shall be granted all the benefits of Presidents Club membership. Companies making matching gifts below the Presidents Club level shall be recognized in the honor roll of donors.\*

**\* Revised Gift Club Levels Attached as Exhibit 1**

# MURRAY STATE UNIVERSITY DONOR RECOGNITION

TYPE	CLUB	LEVEL	AMOUNT (BASED ON CALENDAR YEAR GIVING)	RECOGNITION
CUMULATIVE	<b>Rainey T. Wells Society</b>  Recognizes the University's most generous supporters	Hope	Cumulative and/or documented deferred gifts totaling \$250,000 - \$499,999	<ul style="list-style-type: none"> <li>• Recognition in the Murray State University Honor Roll</li> <li>• Invitations to lectures, events, and private receptions with distinguished visitors, and faculty members</li> <li>• Name on a floor tile in the Recognition foyer in the Murray State University Hall of Benefactors in Heritage Hall</li> </ul>
		Endeavor	Cumulative and/or documented deferred gifts totaling \$500,000 - \$999,999	
		Achievement	Cumulative &/or documented deferred gifts totaling \$1,000,000+	
ANNUAL	<b>President's Club</b>  Recognizes those who make an annual gift to support the mission and values of Murray State University	Advisor	\$100,000+	<ul style="list-style-type: none"> <li>• Invitations to selected on- and off-campus events</li> <li>• Recognition in the Murray State University Hall of Benefactors in Heritage Hall</li> <li>• Personal letter of thanks from the President</li> <li>• A specially designed President's Club lapel pin</li> <li>• A specially designed President's Club window cling</li> </ul>
		Circle	\$50,000 - \$99,999	
		Council	\$10,000 - \$49,999	
		Cabinet	\$1,000 - \$9,999	<ul style="list-style-type: none"> <li>• Recognition in the Murray State University Hall of Benefactors</li> <li>• Letter of thanks from Executive Director of Development</li> <li>• Personal letter of thanks from the President</li> </ul>
		Partner	\$100 - \$999	
	Recognizes support for alumni legacy scholarships (for children and grandchildren of graduates)	1922 Society	\$1922	<ul style="list-style-type: none"> <li>• Recognition in the Murray State University Hall of Benefactors</li> <li>• Brick in the 1922 Society Legacy Walkway located on the grand lawn of the science campus</li> </ul>
DEFERRED	<b>Heritage Society</b>  Recognizes those who support the university through planned gifts.		Documented planned gift of any amount	<ul style="list-style-type: none"> <li>• Recognition in the Murray State University Hall of Benefactors in Heritage Hall</li> <li>• Season tickets for Campus Theater performances</li> <li>• A specially designed Heritage Society lapel pin</li> </ul>
LONG-TERM	<b>Dr. John Wesley Carr Society</b>  Recognizes long-term, consistent giving to Murray State University		Consistent annual giving for 20+ years	<ul style="list-style-type: none"> <li>• Recognition in the Murray State University Hall of Benefactors in Heritage Hall</li> </ul>

Membership in the Rainey T. Wells Society, the John Wesley Carr Society and the President's Club is achieved through contributions of cash, real estate, appreciated securities, or gifts-in-kind. Membership in the Heritage Society is conferred for documented planned gifts such as wills, trust, or life insurance policies. Any Office for Development staff member would be happy to discuss contribution options with you. Please contact the Development Office by telephone at 270/809-3001 OR 877/282-0033, by email at [rjackson@murraystate.edu](mailto:rjackson@murraystate.edu) or by fax at 270/809-3436.

Revised 02/08/16