WAYS TO SUPPORT PHILANTHROPY IN YOUR DEPARTMENT

☐ Engage outstanding alumni and donors with your students and programs:
  o H&S Returning and Community Scholars Program
  o Encourage alumni to facilitate internships or career opportunities
  o Invite alumni and donors to department events – scholarship or awards events, open houses, anniversary events, etc.
  o Encourage alumni to update their contact information (UMAA weblink)
  o Use social media to share timely news and activities

☐ Send timely thank you notes to alumni and friends who contribute to your department

☐ Keep your “Make a Gift” webpage and any special funding priorities current on your department’s webpage

☐ Include an appeal for support in your newsletters

☐ Regularly review departmental alumni lists with your faculty (Coordinate individual requests with the College Development staff.)

☐ Share prospects with H&S Development team

☐ Participate in campus visits and follow-up with prospective supporters provided by H&S Development team

☐ Provide H&S Development team with top philanthropic priorities for your department
OTHER FAST FACTS

What are Development Fees?

- Fees help support gift administration, endowment management and donor stewardship and all other aspects of the University’s fundraising efforts.

- Fees are not charged on non-endowed scholarship gifts.

- At present, a 2.25% per annum administrative fee is charged on endowment funds. A one-time 6% development fee is assessed on all non-endowed, non-scholarship gifts and all bequest gifts have a one-time 10% development fee. Phonathon gifts have a one-time 15% development fee assessed.

Can donors give to the College or Departments directly?

University policy requires that all gifts and contributions be directed to the UM Foundation. The Foundation is a 501c3 allowing contributions to qualify as charitable deductions for tax purposes.

What do I need to know before launching a departmental fundraising event or writing a grant to a private foundation?

The H&S Development team is willing and able to help departments: develop fundraising strategies; identify prospects; and coordinate fund development throughout the University. Keep in mind that departmental fundraising events or appeals must:

- Be reviewed and approved by the Department Chair and Dean
- Corporate and Private Foundation requests must be coordinated with the UM Foundation, Director of Corporate and Foundation Relations
- Individual Prospects are reviewed by H&S Development team

Development & Communications Resources

Marci Bozeman
Senior Director of Development
marci.bozeman@mso.umt.edu
Campus Phone: x2646

Nikki Strizich
Annual Giving and Special Events Coordinator
nikki.strizich@mso.umt.edu
Campus Phone: x2568

Ian Withrow
Media and Information Coordinator
ian.withrow@mso.umt.edu
Campus Phone: x2683

Grant-writing Resources

Jennifer Savage
University of Montana Foundation
Director of Development, Corporate and Foundation Relations
jennifer.savage@mso.umt.edu
Campus Phone: x5099

Katherine Swan
Proposal Development Manager
Office of Research and Sponsored Programs
katherine.swan@umontana.edu
Campus Phone: x5752