

**University of Wyoming Policy**  
**Naming Opportunities and Minimum Funding Requirements for Naming of University Facilities, Programmatic Units, and Funded Academic Honors**

**I.** This policy is governed by and must be in compliance with UW Regulation 12-2: Naming of University Facilities, Programmatic Units, and Funded Academic Honors.

**II.** **Types of Gifts**

The minimums outlined in this Policy apply to two types of gifts:

**A. Endowments.** Gifts where the donor intends for the corpus of the gift to generate income that may be used to support the intended purpose of the gift according to the University of Wyoming Foundation's rules for computing payouts from invested funds.

**B. Expendable.** Gifts where the donor intends for the gift, together with any income generated through investments, to be used according to a specified manner and schedule, in a fashion that may result in depletion of the account over time. Expendable gifts will be subject to the term conditions, if any, as outlined in the gift agreement.

This Policy only identifies common types of gifts received by the University. Special projects may be recommended to the Naming Committee for consideration on a case-by-case basis.

State or private matching funds may be available in some instances to match certain gifts. If matching funds are available for a particular gift, those funds will be included together with the gift amount for purposes of qualifying for the minimum gift requirements set forth in this Policy.

**III.** **Facilities**

**A. Campus Landmarks and Landscaping.** The minimum gift must be the total direct cost.

**B. Current Facilities.** Depending on the Facility project, the gift must be a minimum of 30% of the estimated cost of the renovation or expansion. Previously constructed Facilities, which are unnamed, can be named by a donor or a donor's representative through a gift of a minimum of 30% of the construction cost for the renovation of the Facility.

**C. New Facilities.** Depending on the Facility project, the gift must be a minimum of 30% of the estimated construction cost.

#### IV. Programmatic Units

**A. Academic Colleges and Schools.** An endowment to name an academic college or school requires a substantial investment which is transformational. While it is desired that a majority portion of the earnings from the endowment shall provide support to the academic college or school at the discretion of the applicable dean or director, donor intent will be honored per the gift agreement and in accordance with University regulations, policies, and procedures.

**Minimum gift levels are as follows:**

College of Agriculture and Natural Resources	\$30 million
College of Arts and Sciences	\$30 million
College of Business	\$30 million
College of Education	\$20 million
College of Engineering and Applied Science	\$30 million
College of Health Sciences	\$20 million
College of Law	\$20 million
School of Energy Resources	\$30 million
School of Pharmacy	\$15 million
American Heritage Center	\$15 million
Art Museum	\$15 million
Honors College	\$10 million
Haub School of Environment and Natural Resources	Named
William Robertson Coe Library	Named
Fay W. Whitney School of Nursing	Named

**B. Institutes and Centers.** An endowment to name an institute or center requires a substantial investment which is transformational. While it is desired that a majority portion of the earnings from the endowment shall provide support to the Institute or Center at the discretion of the applicable dean or director, donor intent will be honored per the gift agreement and in accordance with University regulations, policies, and procedures.

The minimum gift to name an institute or center is \$5 million. Additionally, special consideration will be given to the size, scope, mission, and academic reputation of the institute or center when considering the naming opportunity.

**C. Departments and Programs.** An endowment to name a department or program requires a substantial investment which is transformational. While it is desired that a majority portion of the earnings from the endowment shall provide support to the department or program at the discretion of the applicable department head or director, donor intent will be honored per the gift agreement and in accordance with University regulations, policies, and procedures.

The minimum gift to name a department is \$4 million, while the minimum gift to name a program is \$3 million. Additionally, special consideration will be given to the size, scope, mission, and academic reputation of the department or program when considering the naming opportunity.

**V. Funded Academic Honors**

**A. Excellence Funds.** An excellence fund is an endowment or expendable gift intended to provide funds that a designated administrator may use to promote the excellence of a specified university program. There are three types of excellence funds:

1. **A University Excellence Fund** is an endowment or expendable gift that is established for the university as a whole and not designated for a college or program area. The president or provost of the university will allocate the income, in accordance with the trust agreement. The minimum funding level is \$100,000.
2. **A Dean's or Director's Excellence Fund** is an endowment or expendable gift that is established for a college or a unit. The dean or unit director identified in the trust agreement will allocate the income. The minimum funding level is \$50,000.
3. **A Department or Program Excellence Fund** is an endowment or expendable gift that is established for a department or a program. The head of the department or program designated in the trust agreement will allocate the income. The minimum funding level is \$25,000.

**B. Faculty Positions.** Named faculty positions are a way for a donor to support a particular faculty position at the University and to have an informal relationship with this individual. The gift shall be tied to the position, not the specific individual. Holders of named faculty positions must provide annual updates to the Provost, President/CEO of the UW Foundation, and Donor. Copies of all documentation related to named appointments shall be kept on file with the UW Foundation. The Office of Academic Affairs shall maintain a policy on procedures for appointing faculty to the named positions.

1. **Named Chair.** The endowment must be a minimum of \$2,000,000. The endowment shall be used as specified in the donor agreement, and as deemed appropriate by the Provost and the applicable dean, to provide an annual salary supplement and/or to support the academic pursuits and endeavors of the holder of the chair.
2. **Named Professorship.** The endowment must be a minimum of \$1,000,000. The endowment shall be used as specified in the donor agreement, and as deemed appropriate by the applicable dean to provide an annual salary

supplement and/or to support teaching, research, or scholarship expenses to the holder of the professorship.

- 3. Named Faculty Fellowship.** The endowment must be a minimum of \$250,000. The endowment shall be used as specified in the donor agreement, and as deemed appropriate by the applicable dean to support faculty development in teaching or research for faculty in the associate professor rank (and occasionally at the professor rank, at the dean's discretion).
- 4. Named Visiting Chair.** The endowment must be a minimum of \$1,000,000. This type of endowment is intended to enable the University to attract faculty from other universities to spend periods of up to one academic year working with faculty and students at the University. The endowment shall be used as deemed appropriate by the donor agreement, Provost and the applicable dean to provide support such as a stipend, travel, work expenses, and student support for a visiting chair.
- 5. Named Visiting Professorship.** The endowment must be a minimum of \$500,000. This type of endowment is intended to enable the University to attract faculty from other universities to spend periods of up to one academic year working with faculty and students at the University. The endowment shall be used as deemed appropriated by the donor agreement, Provost and the applicable dean to provide support such as a stipend, travel, work expenses, and student support for a visiting professor.
- 6. Named Dean or School Director.** The endowment must be a minimum of \$5,000,000. This type of endowment is intended to promote and facilitate leadership at the dean's and school director's level. The income provides a flexible resource of funds for a dean or school director to meet special needs and initiatives in a college, while honoring donor intent. It is not intended as a supplement for the dean's salary.
- 7. Named Director.** The endowment must be a minimum of \$1,000,000. This type of endowment is intended to promote and facilitate leadership at the director's level. The income provides a flexible resource of funds for a director to meet special needs and initiatives in a college, while honoring donor intent. It is not intended as a supplement for the director's salary.
- 8. Named Department Head.** The endowment must be a minimum of \$2,000,000. This type of endowment is intended to promote and facilitate leadership at the department head's level. The income provides a flexible resource of funds for a department head to meet special needs and initiatives in a college, while honoring donor intent. It is not intended as a supplement for the department head's salary.

### **C. Student Enrichment.**

- 1. Named Endowed Scholarship.** The gift must be a minimum of \$25,000. Endowed scholarships support student awards for tuition, fees, room and board, etc. Scholarships may be awarded to undergraduate, professional, and/or graduate students unless otherwise stipulated by the donor.
- 2. Named Endowed Graduate Fellowship and Awards.** The gift must be a minimum of \$25,000. Endowed graduate fellowships and awards support graduate and post-graduate students through awards for tuition, fees, room and board, unless otherwise stipulated by the donor.
- 3. Named Endowed Student Enrichment Funds.** The gift must be a minimum of \$25,000. Endowed student enrichment funds support awards or stipends to students to assist in financing experiences as study abroad, a field study opportunity, or a research opportunity. Awards can be for tuition, fees, living expenses, unless otherwise stipulated by the donor.
- 4. Named Non-Endowed Scholarships.** The gift must be a minimum of \$1,000 per year for at least five years. Scholarships may be awarded to undergraduate, professional, and/or graduate students unless otherwise stipulated by the donor.
- 5. Named Non-Endowed Awards.** The gift must be a minimum of \$1,000 per year for at least five years. Awards support graduate and post-graduate students for tuition, fees, room and board, unless otherwise stipulated by the donor.

**University of Wyoming  
Facility Naming Opportunities Form**

This form shall be completed by the University of Wyoming Foundation prior to the time of new construction or major renovation of a Facility. All spaces with naming potential will be identified in the column labeled "space" with the applicable minimum gift level identified.

Space	Minimum Gift
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____
6. _____	\$ _____
7. _____	\$ _____
8. _____	\$ _____
9. _____	\$ _____
10. _____	\$ _____

(Add more lines as needed)

\_\_\_\_\_  
Dean, Director or Designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Official, University of Wyoming Foundation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, University of Wyoming Naming Committee

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, University of Wyoming

\_\_\_\_\_  
Date

This form is governed by and must be in compliance with UW Regulation 12-2: Naming of University Facilities, Programmatic Units, and Funded Academic Honors.

**When completed, the original of this form shall be kept on file at the University of Wyoming Foundation with a copy sent to the University Office of Academic Affairs and the University Office of Administration, if applicable.**

**University of Wyoming  
Naming Request Form**

**Individual proposing the naming:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name of proposed Honoree:** \_\_\_\_\_

**Amount of gift toward the naming: \$** \_\_\_\_\_

**Proposed Naming:** \_\_\_\_\_

**Purpose of Naming:** (choose one)

Facility

Programmatic Unit

**Proposed timeframe for Naming:** (choose one)

Life of facility/program

Term

Length of Term \_\_\_\_\_ Year \_\_\_\_ to \_\_\_\_

**Describe the naming and explain how the naming meets the applicable criteria outlined in UW Regulation 12-2:**

\_\_\_\_\_  
Authorized Official, University of Wyoming Foundation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, University of Wyoming Naming Committee

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, University of Wyoming

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Date

**Note:** Board of Trustees approval is only required for (1) University Facilities where the naming opportunity is more than \$1,000,000; and (2) the naming of a Programmatic Unit.

This form is governed by and must be in compliance with UW Regulation 12-2: Naming of University Facilities, Programmatic Units, and Funded Academic Honors.

**When completed, submit this form to the University of Wyoming Naming Committee. The original of this form shall be kept on file at the University of Wyoming Foundation with a copy sent to the University Office of Academic Affairs and the University Office of Administration, if applicable.**