



**Sandhills Community College Foundation, Inc.
Practices and Procedures**

We recognize that philanthropic gifts made to the Sandhills Community College Foundation, Inc. (the SCC Foundation) are made voluntarily to support the institution to advance the progress of the community and the common good. All actions taken by representatives of the Foundation should be conducted ethically and in a way that merits the respect and trust of the public.

What is Philanthropy?

Donations are considered philanthropic if the donors have the intent to make charitable contributions, do not impose contractual requirements on their donations, and award the gift irrevocably. In addition, there should be no expected return or benefit from the gift. Often, the words “gift” and “grant” are used interchangeably.

Some examples of philanthropy:

- A check sent to support work done at Sandhills Community College. This can be unrestricted or restricted to use by a particular department or program.
- An honorarium received by a faculty member and donated to the institution as a gift from the faculty member.
- A grant by a private foundation to support the work of a program.

Any college also receives funds that are not philanthropy, and therefore do not pass through the SCC Foundation Office. These are generally deposited through the Business Office—mostly for Student Accounts.

Examples of funds that are NOT philanthropy:

- Student Tuition and Fees
- Payments made to attend classes offered by Continuing Education
- Payments for tickets to athletic events, concerts, or other cultural events (including tickets for events in the Bradshaw Performing Arts Center)

For more information on these differences, please contact the SCC Foundation Office.



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Gifts and Ways of Giving

There are various ways to give to Sandhills Community College (SCC). The most common are outlined below. All charitable donations should be sent to:

The Sandhills Community College Foundation
3395 Airport Road, Pinehurst, NC 28374, or
Phone (910) 695-3706 for more information.

The fundraising and accounting fiscal years run from July 1 to June 30. It is the SCC Foundation's operating practice that funds raised in one fiscal year are budgeted for the next fiscal year.

All donations are accompanied by documentation showing the name of the donor, the use for which the funds are intended, and – for tribute gifts – information regarding the name and address of the next-of-kin or party to be notified.

- **Checks, Credit Cards, and Cash:** Checks, credit cards, and cash are the easiest way to donate. Checks should be made payable to Sandhills Community College Foundation, Inc. (or SCC Foundation or SCCF). Gifts made by credit card may be made online at <http://www.sandhills.edu/giving/>, through the mail by reply card, or by calling the SCC Foundation office.
- **Wire Transfers:** Wire transfers are another easy way to make a gift. Funds should be wired to:

FirstBank, Southern Pines, NC
Checking Account, Account Name: Sandhills Community College
Routing Transit Number – 053104568
Account Number – 331023091
Email elkinsg@sandhills.edu **when transfer is complete.**

The SCC Foundation Office **must** be notified when the transfer is initiated, and the Foundation staff will notify the Sandhills Community College Business Office, to ensure that the monies are deposited in the appropriate fund account.

- **Gifts of Securities:** The SCC Foundation Office should be notified when a donor wishes to make a gift of securities. Please call: (910) 695-3706 or email elkinsg@sandhills.edu. Foundation staff will work with the donor, his or her broker, and our broker to facilitate the gift. The donor receives a gift credit of the mean value of the stock on the gift date, defined as the day it passes out of the donor's control. Our policy is to sell the securities



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and apply the funds to the area the donor has specified. A copy of all information is placed in the donor's file when the transaction is complete.

- **Gifts of Property (or Gifts In-Kind):** Gifts of property, such as automobiles, equipment, or artwork, are sometimes accepted as donations by the SCC Foundation. The donor is responsible for getting the appraisal, and these gifts are generally accepted only if they fulfill a current institutional need. Gifts of automobiles require the SCC Foundation Office to file a form 1098C with the IRS; donors are supplied a copy of this form within 30 days of their vehicle donation. ***Donors should seek the advice of their own tax advisors for all gifts of property.*** These gifts are entered in the SCC Foundation's gift record system with a credit value comparable to what the donor would receive as a deduction, if possible.
- **Planned Gifts:** Planned giving vehicles, including gift annuities and charitable remainder trusts, allow donors to receive initial tax deductions and annual incomes from their gifts. The SCC Foundation Office should be contacted for additional information.

Other options for giving, or any questions about the previous methods, can be explored with the SCC Foundation Office at (910) 695-3706.

Pledges

Pledges should be categorized as "irrevocable" or "revocable." A written pledge document should be signed by the donor and specify these elements:

- the donor,
- donation purpose or account,
- a schedule showing payment dates and amounts, and
- notice of when pledge reminders are to be sent.

It is preferable for pledges not to exceed five years of payments.

Adjusting Gifts and Pledges

Changing information about a donor's gift or pledge requires written documentation, preferably from the donor. Exceptions include correcting errors made during gift entry, bounced checks, or writing off pledges determined to be uncollectable. Information about write-offs and pledge changes is also sent to the Business Office.

Legal & Soft Credit

Legal credit, also known as hard credit, is given to the entities that make the contribution. They could "legally" treat their gifts as charitable contributions. Soft credit is given simply to show



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association with a gift, which allows the SCC Foundation to credit a donor for fundraising recognition purposes. Soft credit donors cannot regard the gift as a charitable contribution. All gifts must be credited toward the appropriate donor entity.

Examples:

- A donor requests that a foundation (for example, The North Carolina Community Foundation) direct a donation to the SCC Foundation. In this case, the legal donor is the North Carolina Community Foundation, but we give the individual donor soft credit for the SCC Foundation's recognition purposes.
- A faculty member signs over a check he or she received from a civic club as an honorarium. The donor is recorded as the faculty member; thus, the civic club does not receive soft credit. Please note: even if the check is payable to the SCC Foundation, the check is payment for services rendered and a gift from the faculty member.
- A person makes a donation with a check from his or her business. The legal donor is the business, but the donor receives soft credit for recognition purposes only.

Date of Gift

The SCC Foundation office maintains two dates for each transaction: 1. the credit date of gift and 2. the process date when the check was deposited.

The credit date of gift is determined to be the date it passes out of the donor's control. For cash/check donations and securities sent through the US Mail, this is the postmark date on the envelope. For credit card donations, the credit date of gift is the date that the charge is made to the credit card. For hand-delivered and non-US Mail (e.g., FedEx or UPS), it is the date received. For securities held in an account, it is the day the gift was transferred from the donor account to the SCC or SCC Foundation account.

For simplicity, the SCC Foundation uses the date we receive the gift in our office as the credit date for checks and cash. However, each January the credit date for donations through US Mail is the date of the postmark in order to accommodate donors making donations at the end of the previous tax year. During this month, the process date remains the date of the check deposit.

Confidentiality

Any biographical or financial information about donors is kept strictly confidential. This includes name and address information, as well as gift information. No information other than what is available in the SCC Foundation Annual Report or necessary reports to the SCC Foundation Board of Directors will be given out without written permission from the donor. Any personnel and volunteers that work with donor information should and will be reminded of the confidentiality of this material. Any calls from media or other organizations requesting this



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information are referred to the Executive Director of the Sandhills Community College Foundation or the Executive Vice President of the Sandhills Community College.

Recognition

Our goal is to send acknowledgements to donors within 72 hours of receipt of the check. The receipt shows the donor's name and address, value of the contribution, the fund name, and any tribute information. For non-cash gifts, a description of the donation is printed instead of a gift amount. Letters are sent for all gifts. As of January 1, 1994, the IRS requires donors to have an official acknowledgement for any gift of \$250 or greater, in order to claim a charitable tax deduction. The Sandhills Community College Foundation Office issues these on behalf of the SCC Foundation.

Giving clubs are based on gifts or pledge payments received within a fiscal year. All donors over \$250 not requesting anonymity may be listed in an SCC Foundation Annual Report. Donor recognition years follow the fundraising and accounting fiscal years of the SCC Foundation (July 1 to June 30).

Naming opportunities and plaques must be reviewed and approved by the SCC Foundation Office to maintain consistency through the college as required by college policy. Naming opportunities on campus are subject to the policies of Sandhills Community College and must be approved by the college's governing Board of Trustees.

Golf Tournament/Other Ticketed Events

Individual registrants to golf tournaments and other SCC Foundation Office ticketed events are entered in the SCC Foundation Office gift processing system by entering the registration/ticket fee total amount.

If the registration/ticket fee exceeds the fair market value of all goods and services received, the remaining portion is considered tax deductible. In this case, a gift receipt with a "quid pro quo" statement is provided. A quid pro quo receipt clearly details the registration/ticket fee minus the fair market value of all goods, services, meals, etc. received, so it is clear to donors how much of their fees are tax deductible. More details on the Annual Coca-Cola Classic Golf Tournament to benefit Flyers Athletics are included in the Flyers Athletics section below.

Raffles/Auctions/Other

Although, moneys received for raffles and auctions are not philanthropy, these are usually processed through the SCC Foundation Office for control purposes. **Raffle tickets and the amount paid for an auction item are not deductible as charitable donations.** These funds are deposited through our office and entered into the SCC Foundation's gift processing system as



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non-gift revenue. *Donors should seek the advice of their own tax advisors regarding raffles and auctions.*

Funds and Endowments

All gifts are credited to an account number that corresponds to the purpose of the gift stipulated by the donor. If donors do not choose a specific purpose for their gifts, such gifts are deposited to the SCC Foundation unrestricted (Annual Fund) operating account.

If no fund exists that meets the purpose/restriction the donor designated, one is created. The minimum amount required for the creation of a specific restricted fund is \$1,000. New restricted funds will have an accompanying document stipulating the restrictions (gift agreement, fund authority, or worksheet). In most cases, the donor is given the option of naming the new fund. If this minimum is not met, the SCC Foundation staff, in good faith, uses a restricted fund determined to align most closely with the donor designation.

Gifts greater than \$10,000 may be endowed by the donor or occasionally quasi-endowed by the SCC Foundation. Endowment funds are credited to a pair of linked account numbers that correspond to the purpose of the gift stipulated by the donor. One of the pair of linked accounts (designated '08' in the accounting system) establishes the historic value of the endowment (this amount is static), and the other (designated '02' in the accounting system) reflects any revenues and expenses for the fund.

With respect to endowed funds, the SCC Foundation Board of Directors has approved an annual appropriation and expenditure of income and net appreciation (realized and unrealized) from a given fund for the designated purposes stated in the governing document (gift agreement, fund authority, or worksheet) an amount equaling up to five percent (5%) or current defined spending policy of the SCC Foundation of the fair market value of the fund. Fair market value includes all principal, net appreciation or loss, and accrued but unexpended income. As determined by the bylaws and investment policy of the SCC Foundation, based on fair market values as of March 31, these budgets are set annually by the SCC Foundation Office Staff working in conjunction with the SCC Business Office.

With respect to non-endowed funds, the established fund is considered to be viable only so long as annual gifts are made to the fund or so long as there are funds remaining in this restricted account. The SCC Foundation may elect to end the fund if there are no longer funds being contributed annually and all available funds have been expended. If the donor is alive, the SCC Foundation shall attempt to notify the donor at the donor's last known address prior to taking action.



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Giving Programs

Scholarships

Donors have wide latitude for designating criteria for scholarship recipients. There are many options for scholarship criteria. Criteria can include:

- merit (determined by GPA),
- financial need,
- geographic designation (where the student comes from),
- civic engagement/volunteerism,
- the student's program of study (continuing education programs, a two-year career program, or a transfer program leading to a four-year institution upon graduation).

In compliance with state and federal law, for scholarship awards it is the SCC Foundation's policy not to discriminate among students on the basis of race, color, sex, gender, national origin, religion, age, or disability.

The above section regarding funds and endowments applies to scholarship funds. However, because the resources and time involved with administering a scholarship are extensive, and to avoid necessitating a quid pro quo receipt (as described in the "Golf Tournament/Other Ticketed Events" section above), some of the required commitments are greater for creating a scholarship.

The minimum amount required for the creation of a named scholarship is an annual commitment of \$1,000 formally pledged for at least three years. After completion of the pledge period, scholarships may be continued as long as annual gifts are made to the fund or as long as there are funds remaining in the restricted account. Funding is requested in writing from the SCC Foundation Office in early spring for the upcoming school year. It is requested that annual scholarships be **funded in full before May 1** prior to the beginning of the school year in which they are to be awarded.

To endow a full scholarship at Sandhills, based on our latest tuition and fees (approx. \$2,500.00), the SCC Foundation currently requests an endowment gift of \$50,000. The minimum amount required to endow a regular named scholarship is \$20,000. There are many options for pledging a commitment over a period of years. An endowment pledge and annual pledge payments may be set up in any way that is most convenient for the donor. We prefer that this commitment be completed within five years.

Since endowments may only spend the interest earned by the fund (up to 5% of the total endowment value based on current SCC Foundation spending policy), during the years that donors are contributing to the corpus of the endowment, donors may consider making additional



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annual gifts to begin awarding the new scholarship right away. For example, a donor may pledge \$12,000 per year for the next five years (a \$60,000 commitment) and allow the SCC Foundation to spend \$2,000 each of those years to begin awarding the new scholarship while the endowment corpus is still building. The SCC Foundation cannot draw upon a donor's endowment principle to make scholarship awards, so designating some funds for the initial scholarship awards while still building a new endowment is an important consideration for a pledged commitment. The SCC Foundation Office staff are always happy to work with donors to develop a pledge schedule that will both allow donors to build a new endowment and give them the opportunity to begin helping students at the earliest possible time.

Other important information about scholarships at Sandhills Community College:

- Scholarships for incoming freshmen as well as scholarships for returning or second-year students are applied for through the Sandhills Community College's Financial Aid Office or, if applicable, through the office of Continuing Education.
- The SCC Foundation Office's Scholarship Director and Student Services' Scholarship Program Coordinator—with input and recommendations from members of the Sandhills Community College faculty—select scholarship recipients. **To avoid bias and protect both donors and students, scholarship donors may not participate in the selection process.**
- Final selections are made throughout the spring semester, and scholarships are awarded in early summer. If a selected student does not attend or a good candidate initially could not be identified, a scholarship may be re-awarded to another qualified student any time throughout the school year.
- At one of our annual Scholarship Events held in the fall, scholarship recipients can meet with the donor that made his or her scholarship possible.
- Donors interested in providing scholarship support of less than \$1,000 per year are strongly encouraged to consider making a gift to the Guarantors Program as an alternative to a regular scholarship.
- Gifts to the scholarship program under \$1,000 are accepted, however, are added to the Student Success scholarship fund and awarded to deserving students on an "as needed" basis. Donors may not designate criteria for scholarship contributions under \$1,000. This may be a good option for those interested in making a scholarship award in memory of a friend or family member.



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- Rather than inclusion at the annual Scholarship Events, donors contributing less than \$1,000 to an annual scholarship receive a thank you note and annual report about a current student recipient of the Student Success scholarship fund.
- The policies above addressing scholarships under \$1,000 also apply to scholarship endowments created below the \$20,000 minimum.
- Scholarship support to students take the form of vouchers for tuition, fees, books, etc., which are credited against the student's account at the Sandhills Community College.
- Students awarded financial aid in excess of tuition, fees, books, and supplies may be issued a financial aid refund. Many students find these funds extremely important in supplementing their living expenses while completing their education. Scholarships may be designated to not include students receiving a financial aid refund.

Creating a scholarship is a rewarding option for giving. Establishing a scholarship requires meeting with the SCC Foundation Office's Scholarship Director. If interested in beginning a discussion about options for creating a scholarship or other options for supporting Sandhills Community College, please call the SCC Foundation Office at (910) 695-3706.

The Annual Fund for Sandhills (unrestricted gifts)

Gifts to the Annual Fund for Sandhills are given unrestricted. These gifts may be used for any purpose including faculty teaching, professional development, facilities improvement, and the purchase of instructional equipment for classrooms and laboratories.

The Sandhills Community College Guarantors Program

The Sandhills Community College Guarantors Program is a flexible financial aid program that provides critical funds for a host of needs that can derail a student's education. Sandhills Community College Guarantors underwrite the college's guarantee that no deserving student will be turned away because he or she cannot afford a college education.

The Guarantors Program is the most effective way we know to help deserving students in financial distress stay in school and succeed in their programs of study. Guarantors support emergency response assistance for students in crises. Guarantors support helps with everyday expenses, such as childcare, that can make the difference between being able to afford to come to school or not. It supports veterans' aid programs, work-ready continuing education programs, and provides critical tuition assistance to fill the gap between what students can afford to pay and what they owe for their classes.



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Guarantor members give \$1,000 each year and remain Guarantor members for the school year in which the gift is given.

Guarantor members are invited to our annual Guarantors Appreciation Dinner, usually held in early spring, to meet Guarantor student recipients. One Guarantor student speaker, representing all Guarantor recipients for the year, tells the story of how the Guarantors Program helped him or her. Guarantor members are included in other special events throughout the year, including invitations to exclusive Culinary Department Luncheon events.

The President's 1963 Circle

Gifts to the President's 1963 Circle, celebrating the year of the Sandhills Community College's founding, provide \$1,000 to the Guarantors Program and \$963 to the Annual Fund for Sandhills. These gifts support two of the core values of Sandhills Community College—Excellence in the programs Sandhills provides AND Opportunity for all students. Members of the President's 1963 Circle are considered BOTH Guarantors members and members of the President's 1963 Circle for the school year in which the gift is given.

The Awards Program

Donor "named" awards at Sandhills Community College are much like scholarships in that they may be made annually or may be endowed. Awards differ from scholarships in that they may be created for as little as \$100 per year. Over 90 awards are given to students who reflect the Excellence of Sandhills—with many of these awards supported by our faculty and staff. Most awards are presented to students at the Sandhills Community College's annual Award Day ceremony.

The Sandhills Community College Foundation Mini-Grant Program

State funding for purchasing equipment and supplies for programs is extremely limited and restricted. The SCC Foundation's Mini-Grant Program provides faculty and staff the opportunity to present grant proposals for special projects that support and foster innovation and expanded possibilities for programs and classes—projects that would not be possible in any other way. Mini-Grants funds are awarded to support projects that: enhance an academic program, involve students, and/or improve learning.

Donor "named" Mini-Grants at Sandhills Community College are endowed funds designated to support the SCC Foundation Mini-Grant Program. The minimum amount required to create an endowed named mini grant is \$25,000. There are many options for pledging a new commitment over a period of years. Grants range in value up to \$6,000, depending on the proposal. Most are awarded in the \$1,250 to \$3,000 range. These grants have a tremendous impact on empowering faculty and enhancing academic programs. Faculty and staff receiving mini-grants are provided



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information on the donor that provided their grant and send a thank you note, provide details about their project, and/or join the donors for a luncheon or classroom tour to say “thank you” in person.

The Selection Committee for Mini-Grants is comprised of: Academic Affairs committee, Academic Affairs department, a senior administrator from Continuing Education, the Executive Director of the SCC Foundation, and a representative of the Sandhills Community College Business office.

Other Donor Designated Gifts

Gifts to the SCC Foundation may be designated by the donor for many different purposes. Working in concert with the SCC Foundation Staff, donors may choose to designate their gifts for faculty and staff development, program support, buildings, facilities, equipment, technology, or other areas in need of private support. There are countless possibilities.



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Mary Luman Meyer Society

Formerly titled “The SUMMA Group”, the Mary Luman Meyer (MLM) Society is the heart of the Sandhills Community College Foundation. Its members support the Excellence of the college’s programs and ensure that all students have the Opportunity to pursue their courses of study regardless of financial circumstance. At Sandhills Community College we know that education is the key to a better life for those it is our privilege to serve. The names displayed on this wall have helped make our students’ dreams become reality.

Giving Levels

The Mary Luman Meyer Society honors supporters’ **cumulative giving levels**. “Cumulative giving” includes all programs under the nonprofit umbrella of the Sandhills Community College Foundation, Inc. including but not limited to: Scholarships, Guarantors, Annual Fund, Alumni programs, documented and/or realized planned gifts, college program support, support of other areas of the college such as professional development and the library, BPAC, Flyers Athletics, The Sandhills Horticultural Gardens, the Ruth Pauley Lecture Series, and many other giving designations.

Giving levels are represented by the college’s Core Values:

Opportunity: Gifts totaling \$1,000,000 and above

Excellence: Gifts totaling \$100,000 to \$999,999

Integrity: Gifts totaling \$50,000 to \$99,999

Helpfulness: Gifts totaling \$10,000 to \$49,999

Respect: Planned gifts

Plaques with an * symbol represent those honored by gifts made in loving memory.

Policy for updating the MLM wall display

The Mary Luman Meyer wall display is updated every summer. A list is pulled from Raiser’s Edge (database) in the late spring and the SCC Foundation staff make sure all donors are located within their correct giving levels. New plaques are ordered in the summer and the entire wall is updated in the fall of each year.



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Planned giving totals are only added to a donor's cumulative total upon realization. Until that time, planned giving donors are honored with inclusion in the Respect category.



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Bradshaw Performing Arts Center (BPAC)

Dedicated in 2019, Bradshaw Performing Arts Center (BPAC) is the Sandhills region's newest, most modern, and best-equipped entertainment and event complex located on the main Pinehurst campus of Sandhills Community College. Comprised of five venues (three indoor, two outdoor), thousands of visitors from the Sandhills and beyond flock to BPAC for music, theatre, dance, and comedy performances, lectures, and visual arts exhibits. Additional information is available at <https://www.sandhillsbpac.com/>

Our Partners

The Bradshaw Performing Arts Center family includes a select number of Partners. Though each of these Partner organizations functions as its own not-for-profit organization, granting an organization Partner status creates the most favorable conditions for these professional organizations to continue to present their high-quality work with BPAC as an artistic home base. These long-term collaborations with top-level, locally based arts organizations extend the college's roots in the Sandhills community and allow BPAC to continue to present the best work across all the performing arts disciplines. Partner status is formally contracted, and agreements are reviewed annually.

Current Partners:

- Carolina Philharmonic
- Judson Theatre Company
- Imagine Youth Theatre

The **Ruth Pauley Lecture Series (RPLS)** is a partner of both BPAC and Sandhill Community College, the Moore County Schools, the League of Women Voters, and the community at-large. A free-to-the-public lecture series, RPLS has operated under the nonprofit umbrella of the Sandhills Community College Foundation, Inc. for over 35 years.

BPAC Practices and Procedure:

All BPAC facility usage, both internal and external, is coordinated through the BPAC Executive Director and their staff. Internal Sandhills Community College events that are not a part of the official BPAC Seasonal Series should be coordinated by email with the BPAC Executive Director, Morgan Sills at sillsm@sandhills.edu. Internal reservations are not final until confirmed by email.

Non-Sandhill Community College hosted events including partner events are arranged in the BPAC venue contracting system. All BPAC events are subject to facility fees including, but not limited to: the base rental fee, custodial, technician, grand piano, security, and music fees. Fees



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vary based upon seasonality, day(s) of use, use type, and other facility considerations. It is a general expectation that all users pay fees and, in this way, help to maintain and sustain the excellent quality of the facilities and operating costs of the facilities. It is expected that all users will share ticketing manifests with the BPAC ticket office both to help in BPAC's promotions for upcoming events and to help maintain the security with records of all users/patrons. Other expectations are detailed in the BPAC contract for use and are reviewed by BPAC staff with all renters upon contracting for rental of the facility. It is an expectation and requirement that all rules contained within the contract be followed by BPAC renters.

Requested Concerts and Sponsorships:

For individuals, businesses, or groups underwriting a performance event ***arranged at their recommendation and of their choice*** in a BPAC venue that is not part of BPAC's regular season, with BPAC/Fine Arts Dept. at Sandhill Community College doing the production work, the amount of the underwriting must cover the following:

- Artist's fee, travel (airfare, train ticket, ground transportation), housing, and per diem.
- Costs associated with the artist's backline/performance rider/hospitality.
- Advertising for the event if it is open to the public (minimum \$500 for events in McPherson Theater, minimum \$1,200 for Owens Auditorium).
- A minimum of 8 tech hours @\$50/hr = for BPAC tech staff to plan, tech, sound and light check, set up the stage and venue, operate lights and sound, and break down the event.
- A minimum of 10 BPAC staff hours @\$50/hr = to plan, list on BPAC's website, set up ticketing, do graphic design, place ads, create social media posts, write press releases and articles, and staff the event's box office and house management.
- Housekeeping fee of \$100/performance day-a security fee of \$50/hr. for additional security personnel, if applicable.
- BPAC (and Fine Arts, when applicable) must receive all ticket sales income from the event. If the underwriter wishes for the event to be free to the public, they must "buy out the house", that is: purchase every seat at a market value for a comparable event, or a mutually agreed amount.
- If the underwriter wishes for concessions to be complimentary, they agree to pay for what is consumed (at regular BPAC prices), plus \$100 for concessions staffing. If the donor wishes for concessions not to be served at all, they agree to a concession's buyout of \$200 for McPherson Theater and \$500 for Owens Auditorium.
- BPAC will waive the rental fee for the space when the donation covers the expenses listed above.
- If possible, these events should be placed on the calendar in a way that they do not directly compete with events in the BPAC season or the Fine Arts Department's regularly scheduled events by undercutting the ticket price of BPAC/Fine Arts events or by overcrowding the calendar.



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The Bradshaw Performing Arts Center Giving Levels

- **Please Be Seated** – all gifts will be directed to the Bradshaw Performing Arts Center Excellence Fund. The fund will help maintain the level of excellence expected from our state-of-the-art performing arts center venues. To include but not limited to the upkeep of sound systems, lighting, staging, set rooms, dressing rooms, lobby furniture, concessions, and ever-changing technological needs.
 - Three levels of named seats
 - \$5,000 Wing Seats
 - \$2,500 Premium
 - \$1,000 Patrons
- **Annual Giving Levels** – The following giving levels will be renewed annually and recognized during The BPAC performance season. BPAC Seasons run with the school year, typically beginning in late August / early September and ending in late April / early May.
 - Red Carpet – \$10,000+
 - Mainstage Event Recognition
 - Standing Ovation – \$5,000 – \$9,999
 - Comedy Series Recognition
 - Encore – \$2,500 – \$4,999
 - Family Fun Series Recognition
 - Lead Actor – \$2,499 - \$1,000
 - Friends of BPAC – between \$250 - \$999

While we are grateful for gifts of any size, only gifts of \$250 and above are recognized in season program lists.

Individuals and businesses, at the Encore level and above, have the option to select one of the productions in the season to sponsor specifically with special recognition and exclusive access to the production. These arrangements are made directly with the development office and the BPAC Executive Director on a case-by-case basis.

Businesses and organizations may be interested in a sponsorship package that includes blocks of seating for productions. There are many options for such packages. These can be arranged on a case-by-case basis with the BPAC Executive Director.



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Flyers Athletics Programs

The SCC Foundation Flyers Athletics program fosters academic and athletic excellence, promotes student-athlete development, and enhances the college's community engagement. To support these objectives, the Flyers Athletics program relies on donations from individuals, businesses, and community organizations. This document outlines the policies and procedures for accepting and managing these donations.

Donation Categories

1. Corporate Club Levels

- Platinum Flyer Sponsor: Donations of \$10,000 and above (Includes Game Day Sponsor (GDS))
- Gold Flyer Sponsor: Donations of \$5,000 - \$9,999 (Includes GDS)
- Silver Flyer Sponsor: Donations of \$2,500 - \$4,999 (Includes GDS)
- Bronze Flyer Sponsor: Donations of \$1,000 - \$2,499

*All Corporate sponsors will be recognized in programs, sporting events, two season passes, and complimentary tickets to the year-end Banquet.

2. Individual Levels

- Marty's Champion's Circle: Donations of \$5,000 and above (Includes GDS)
- Marty's MVP Club: Donations of \$2,500 - \$4,999 (Includes GDS)
- Flyer Varsity Club: Donations of \$1,000 - \$2,499
- Flyer Fan Club: Donations of \$500 - \$999
- Supporter: Donations up to \$499

Individual donors at the Flyer Fan Club level and above are recognized in programs and receive 2 season passes for all athletic events.

3. GameDay Sponsorships

- Game Sponsor (GDS): \$600 per game (includes recognition at a selected home game and acknowledgment throughout the seasons)
- Individuals at the MVP Flyer level or higher include a Game Day Sponsorship (based on game/matches available)

Donors will be recognized according to their donation category in college publications and at athletic events.



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Annual Donation Solicitation

Gifts are welcome and appreciated at any time throughout the year. SCC Foundation Flyers Athletics sends an "ask" brochure to past and potential donors in early to mid-August to facilitate annual giving. This brochure details how to contribute, the impact of donations, and the various sponsorship levels available. This brochure will also be shown in person to businesses and potential supporters in the community.

Annual Coca-Cola Classic Golf Tournament to benefit Flyers Athletics

Each year in late August, Sandhills Community College hosts its Annual Coca-Cola Classic Golf Tournament, a key fundraising event for Flyers Athletics. This tournament allows supporters to engage with the community, enjoy a day of golf, and contribute to the athletics program. Details about the event, including how to participate and sponsor, can be found on the Sandhills Community College Giving page.

The SCC Foundation Flyers Athletics program relies on the generosity of its supporters to achieve its goals. Through structured donation categories, an annual solicitation process, and special events like the Annual Coca-Cola Classic Golf Tournament, we aim to provide a sustainable financial foundation for our student-athletes and enhance the overall academic and athletic experience at Sandhills Community College.



**Sandhills Community College Foundation, Inc.
Practices and Procedures**

Future planning for these Policies & Procedures include but are not limited to: Alumni specific efforts/programs, additional detail on the Sandhills Promise and Guarantors Program, and other areas of operations as may be determined by the Development Committee and the Sandhills Community College Foundation Board.

Investment, Spending, and other Gift Policies are ratified annually by the SCC Foundation Board as a part of the Foundation's Investment Policy Statement (IPS). No statements or policies contained in this general Policies & Procedures document are meant to conflict with any policies or statements declared in the Foundation's IPS. In cases where there is doubt as to declared policy, the Foundation's IPS overrules any statements or policies contained herein.

As a part of the Foundation's Annual Meeting, the SCC Foundation Board ratifies a Conflict of Interest Policy and Corporate Resolution annually.

Foundation Staff maintain and review annually Gift Entry and Accounting procedure documents for audit and internal procedures.