Office of the President

California State University, Long Beach 1250 Bellflower Boulevard
Long Beach, CA 90840-0115
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Memorandum

DA-P0073

To:

From:

Dan Montoya, Vice President, University Relations & Development Kevin Crowe, Associate Vice President, Development
Nicole Forrest Boggs, Assistant Vice President, UR&D Operations

Jane Close Conoley, Ph.D.
President

Effective Date: September 25, 2023

Supersedes: DA-P0073

Title: Delegation of Gift Acceptance Authority

This memorandum authorizes the Vice President for University Relations and Development, the Associate Vice President of Development, and the Assistant Vice President for UR&D Operations
the authority to execute, either electronically or manually, transactions and documents associated
with the following gift acceptance activity:
• Evaluation and acceptance of gifts, bequests, and donations of personal property1
• Evaluation and acceptance of gifts, bequests, and donations of interests in real property on behalf

1 An individual delegated gift acceptance authority should be a director level or above. An exception can be made for members
of a gift acceptance committee. Any conditions or limitations to the authority should be noted in the narrative section.
2 This authority may only be delegated by the chancellor or president. Note that this authority relates to gifts of real property to
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All charitable donations with any ofthe following or similar naming conventions shall be appropriated to the CSULB 49er Foundation:

• CSULB
• LBSU

• California State University, Long Beach
• CSU Long Beach
• Long Beach

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By signing this form, I understand that this authorization may