DELTA SIGMA PI LEADERSHIP FOUNDATION

POLICIES AND PROCEDURES

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Delta Sigma Pi Leadership Foundation
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I. GOVERNANCE

A. PURPOSE, MISSION, VISION, VALUES AND ENDS STATEMENTS

The roots of the Leadership Foundation began in 1945 when the Educational Foundation was started. In 1978, the Delta Sigma Pi Leadership Fund was created and later merged with the Educational Foundation to form what is now the Delta Sigma Pi Leadership Foundation.

Today, the brothers of Delta Sigma Pi continue the strong tradition of the past to keep building the Foundation through support of its charitable efforts. Through scholarships for academic achievement and grants for leadership development and training, the Trustees and staff of the Leadership Foundation work to support the following:

- **Scholarships for Academic Achievement:** The Foundation provides graduate grants and undergraduate scholarships to many qualifying students each year; awards Regional, Provincial and National Collegians of the Year scholarships annually; and works with alumni who "give back" to their chapters by coordinating local chapter scholarships.

- **Leadership Development and Training:** Contributions from the Leadership Foundation support educational programs offered at LEAD Schools and Provincial Conferences, The Presidents' Academy, Grand Chapter Congress, and similar National or geographical based events and activities.

In addition to contributions from brothers, corporate citizens have provided support through their social investment in the Foundation. Through their investment, the Foundation is able to assist the Fraternity in connecting students and alumni of business schools to the corporate leaders of America.

Mission Statement:

"The Delta Sigma Pi Leadership Foundation exists to generate and provide financial support for Delta Sigma Pi Fraternity's educational and charitable programs, which assist members to achieve individual and professional excellence within the business community."

Vision Statement:

Delta Sigma Pi's Vision Statement: To be a lifelong community of inclusive leaders committed to creating a world in which everyone can prosper in business and beyond.

Values Statements:

- Service:
  - Bestowing of value upon another
  - Long Term Growth & Legacy Building
  - Enabling Professional Growth

- Integrity & Confidence:
  - Sound Governance
  - Prudent Investing
  - Transparency
  - Confidentiality

- Partnership with the Fraternity
  - Support of Professional, Fraternal, Service & Scholarship Programs
  - Leadership by Example
  - Opportunity for continuous and long term fraternal relationship

Ends Statements:

The Foundation provides financial support to enhance the four pillars of the Fraternity's programs:

- Professional
  - High caliber educational programming for collegiate and alumni members that differentiates Delta Sigma Pi from competing organizations.
  - Financial support for professionals that makes a difference in their personal and professional goals.
- Fraternal
  - Programs for collegiate members that recognize and encourage high Fraternity involvement/achievement.
  - Programs which recognize and provide opportunities for active Fraternity support over one's lifetime.
- Service
  - Brothers have an avenue for continuous and perpetual service to the Fraternity.
  - Giving opportunities which inspire long-term generosity and provide a catalyst for continuous generosity.
- Scholarship
  - Scholarships which provide all Deltasigs with opportunities for material financial assistance.
  - Financial assistance for Delta Sigma Pi in advancing and perpetuating its scholastic goals and ideals.

All members of Delta Sigma Pi are encouraged to support the Leadership Foundation and its mission and programs through annual contributions. The Foundation is recognized by the federal government as a charitable and educational corporation. All contributions are deductible for estate and income tax purposes.

Revised 3/15/06; 8/09/11; 1/23/22; 11/15/23

B. CODE OF REGULATIONS DEFINED

In addition to this Policies and Procedures Manual, the Leadership Foundation follows the Code of Regulations governing document (https://www.deltasigmapi.org/docs/default-source/trustee-resources/code-of-regulations.pdf). Within the Code of Regulations, the following items are discussed and bylaws set forth:

- A description of the Board of Trustees, its members, voting rights, and meeting requirements.
- Officer elections and duties
- Committee guidelines
- Indemnification and insurance
- The corporate seal
- The fiscal year
- Procedures for amending the Code of Regulations

C. POLICY AND PROCEDURE AMENDMENTS

1. Except as described in Policy C.2 below, amendments to the Policies and Procedures require a majority affirmative vote of those trustees present and voting during a meeting of the Board called according to the Code of Regulations.

2. To enable the Foundation to act promptly in carrying out the business of this Foundation, and in order that the best interests of this Foundation may be served, special authority is granted to the Executive Committee to make such temporary amendments to these Policies and Procedures as they may deem advisable for the best interests of this Foundation. Unanimous consent of the members of the Executive Committee shall be required to adopt such amendments, and they shall remain in effect only until the next meeting of the Board at which time they shall either be approved by the Board under Policy 1 above or the sections of the Policies and Procedures amended shall be returned to their previous phraseology. Any temporary amendments to these Policies and Procedures must be communicated to the entire Board by the Executive Committee Chair or Executive Vice President within 3 business days of the Executive Committee's action.

Adopted 2/07

D. TRUSTEE DUTIES

1. **Expectations and Responsibilities.** The Delta Sigma Pi Leadership Foundation hereby establishes the following expectations and responsibilities for all elected members of the Board of Trustees:

    a. **Fundraising.**
        i. Enthusiastically embrace Delta Sigma Pi's purpose, educational and leadership development programs and other initiatives which support the Fraternity and its members
        ii. Embrace strategic, long-term growth which may be contrary to short-term, temporary gains
        iii. Know and support the Leadership Foundation's mission, purposes, goals, policies and programs
        iv. Suggest potential donor and major gift prospects
        v. Build relationships with alumni and donors as part of a cultivation process
        vi. Partner with staff to ask individuals to financially support Delta Sigma Pi
        vii. Continuously thank donors for their support and participate in planned stewardship activities
        viii. Champion the funds of greatest need and annual fundraising initiatives
        ix. Serve as an ambassador and visible leader for Delta Sigma Pi

    b. **Philanthropic Support.**
        i. Give an annual gift according to personal means, but a minimum of $2,500, with at least $1,200 to funds that support the operations of the Foundation and its goal to maximize grants supporting the national Fraternity and its educational programs.* (see D2)
        ii. Support all major fundraising campaigns, in addition to annual giving
        iii. Explore joining the Living Legacy Society by establishing a planned gift
        iv. Donate all personal expenses associated with meetings and other Delta Sigma Pi events*

    c. **Board Participation.**
        i. Assist the Board of Trustees in carrying out its fiduciary responsibilities
        ii. Review and understand financial reports and be willing to question expenditures and examine variance
        iii. Prepare for and attend Board of Trustees meetings as scheduled
        iv. Serve on committees and undertake special assignments willingly and enthusiastically*
        v. Provide advice, counsel and support, as needed, to the Board of Trustees leadership and staff
        vi. Develop strong relationships with members of the Delta Sigma Pi Board of Directors to encourage collaboration and support
        vii. Suggest possible nominees to the Board of Trustees who are individuals of achievement and who can make significant contributions
        viii. Bring good will and a sense of humor to board deliberations

    d. **Personal Conduct.**
        i. Be a member of Delta Sigma Pi, in good standing
        ii. Serve Delta Sigma Pi as a whole rather than any special interest group or constituency
        iii. Support the majority decision on issues decided by the Board of Trustees
        iv. Avoid the appearance of a conflict of interest that might compromise the Board of Trustees, and disclose any possible conflicts in a timely fashion
        v. Embrace public neutrality in Fraternity elections and politics*
        vi. Adhere to all Event Code of Conduct policies
        vii. Maintain confidentiality of the Board of Trustees meetings and executive sessions
        viii. Be able to certify that you have not been convicted of a felony

2. ***Duties of Fraternity Officers Serving as Trustees.** The Fraternity officers who serve as Trustees of the Delta Sigma Pi Leadership Foundation shall adhere to the expectations and responsibilities outlined in Policy D. Section 1, with the exception of the following sections: D.1.b.i, D.1.b.iv, D.1.c.iv and D.1.d.v. (marked with an asterisk in Section 1).

3. Conflict of Interest Policy

a. This Conflict of Interest Policy: (1) defines conflicts of interest; (2) identifies classes of individuals within the Foundation covered by this policy; (3) facilitates disclosure of information that may help identify conflicts of interest; and (4) specifies procedures to be followed in managing conflicts of interest.

1. Definition of conflicts of interest. A conflict of interest arises when a person in a position of authority over the Leadership Foundation may benefit financially from a decision he or she could make in that capacity, including indirect benefits such as to family members or businesses with which the person is closely associated. This policy is focused upon material financial interest of, or benefit to, such persons.

2. Trustee involvement in the sales of goods and services. Trustees will not sell products or services for personal profit in conjunction with, in the name of, in association with, or as a form of fundraising for the Foundation. Any such sales that are for profit for the trustee, and other parties described herein, should be deemed a conflict of interest and are forbidden. The sale of products for the sole purpose of fundraising for the Foundation may be approved by a vote of the Executive Committee.

3. Individuals covered. Persons covered by this policy are Leadership Foundation Trustees, officers and employees.

4. Facilitation of disclosure. Persons covered by this policy will annually disclose or update to the Foundation Chairman, on a form provided by the Foundation, their interests that could give rise to conflicts of interest and verifies they have read the conflict of interest policy and agree to comply with it.

5. Procedures to manage conflicts. For each interest disclosed, the Chairman will determine whether to: (a) take no action; (b) assure full disclosure to the Board of Trustees and other individuals covered by this policy; (c) ask the person to recuse from participation in related discussions or decisions; or (d) ask the person to resign from his or her position or, if the person refuses to resign, become subject to possible removal in accordance with the Foundation's removal procedures. In the event the Chairman discloses a potential conflict of interest, the interest will be disclosed to the Chair of the Audit Committee and the Audit Chair will follow the same procedures as the Chairman for determining action. The Leadership Foundation's Chairman and Treasurer will monitor proposed or ongoing transactions for conflicts of interest and disclose them to the Board of Trustees in order to deal with potential or actual conflicts, whether discovered before or after the transaction has occurred.

b. Serve the Foundation as a whole rather than any special interest group or constituency. Regardless of whether or not you were invited to fill a vacancy reserved for a certain constituency or organization, your first obligation is to avoid any preconception that you "represent" anything but the Foundation's best interests.

c. Avoid even the appearance of a conflict of interest that might embarrass the board or the Foundation, and disclose any possible conflicts to the board in a timely fashion.

d. Maintain independence and objectivity and do what a sense of fairness, ethics, and personal integrity dictate, even though not necessarily obliged to do so by law, regulation, or custom.

e. Never accept (or offer) favors or gifts from (or to) anyone who does business with the Foundation.

f. No trustee, or members of a trustee's immediate family may receive any benefit from a raffle in which the Leadership Foundation is a participant.

Approved 8/9/05; Revised 12/08, 2/12, 1/22, 3/23

4. Whistleblower Policy

This Whistleblower Policy: (1) encourages staff and volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of the organization; (2) specifies that the Foundation will protect the person from retaliation; and (3) identifies where such information can be reported.

a. Encouragement of reporting. The Delta Sigma Pi Leadership Foundation encourages complaints, reports or inquiries about illegal practices or serious violations of its policies, including illegal or improper conduct by the organization itself, by its leadership, or by others on its behalf. Appropriate subjects to raise under this policy would include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies. Other subjects on which the Foundation has existing complaint mechanisms should be addressed under those mechanisms, such as raising matters of alleged discrimination or harassment via human resources channels, unless those channels are themselves implicated in the wrongdoing. This policy is not intended to provide a means of appeal from outcomes in those other mechanisms.

b. Protection from retaliation. The Delta Sigma Pi Leadership Foundation prohibits retaliation by or on behalf of the organization against staff or volunteers for making good faith complaints, reports or inquiries under this policy or for participating in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. The Foundation reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy.

c. Where to report. Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the basis for the complaints, reports or inquiries. They should be directed to Delta Sigma Pi's Executive Director or the Leadership Foundation Chair; if both of those persons are implicated in the complaint, report or inquiry, it should be directed to the full Board of Trustees. The Foundation will conduct a prompt, discreet, and objective review or investigation. Staff or volunteers must recognize that the Foundation may be unable to fully evaluate a vague or general complaint, report or inquiry that is made anonymously.

Adopted 12/08

5. Voting Trustee Terms of Office (See Appendix B for a complete list of Trustees having served.)

Trustee terms begin upon election at either the Annual or a Regular Meeting. Terms conclude upon adjournment of the Annual or designated Regular Meeting closest to two years of service. Per the code of regulations, voting trustees shall serve for two (2) years or until their successors are duly elected and qualified.

Currently serving as Voting Trustees are:

Tim Augustine	Elected Trustee 2019-21/2021-23/2023-25/2025-27
Joelle Berlat	Elected Trustee 2021-23/2023-25/2025-27
Shane Borden	Ex-Officio as VP-Finance 2013-15 Elected Trustee Emeritus 8/15 Elected Trustee 2022-24/2024-26/2026-28
Paul Carpinella	Ex-Officio as Grand President 2023-25 Ex-Officio as Past Grand President 2025-27
Conchita Dixon	Elected Trustee 2021-23/ 2023-25/2025-27
David Glanzrock	Elected Trustee 10/26-8/28
Calvin Hagins	Elected Trustee January 2026-January 2028

Frank Hodas	Elected Trustee 2023-25/2025-27
Jerry Hotwagner	Elected Trustee 2011-13/2013-15 Elected Trustee Emeritus 8/15 Ex-Officio as VP-Finance 2023-25/2025-27
Marlow Kee	Elected Trustee 2025-27
Erica Kolsrud	Ex-Officio as Grand President 2025-27
Sandy Shoemaker	Elected Trustee 2005-07/2007-09/2009-11 Elected Trustee Emeritus 8/11 Elected Trustee 2022-24/2024-26/2026-28

Updated 9/21, 1/22, 2/22, 7/22, 8/23, 8/24, 6/25, 8/25, 1/26, 4/26

E. INVESTMENTS

1. Introduction

The Delta Sigma Pi Leadership Foundation ("Foundation") is maintained to provide benefits, as the case may be, to its participants, as defined and described by its Articles of Incorporation (See Appendix A.)

This statement of investment policies and objectives ("Investment Policy") is set forth for the Foundation in order that:

There is a clear understanding on the part of the Trustees and Officers of the Delta Sigma Pi Leadership Foundation of the investment policy and objectives of all funds for which the Foundation is responsible for, including the General and the Endowed Funds.

All investment portfolios of the Foundation are given investment guidance and limitations.

It is the intent of this statement to establish a philosophy that will assist the Trustees in guiding all Foundation portfolios towards desired performance.

2. Investment Responsibilities

a. Trustees Responsibilities

The Trustees of the Foundation are charged by law with the responsibilities for the investment of the assets of the Foundation. The trustees shall discharge their duties solely for the exclusive purpose of:

(a) providing benefits to participants and their beneficiaries;

(b) defraying reasonable expenses of administering the plan.

Trustees shall discharge their duties with the care, skill prudence and diligence under the circumstances, then prevailing, that a prudent investor acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of like character and objectives. The Trustees are aware of, and accept, the responsibilities as set forth by this investment policy.

b. Investment Management Responsibilities:

The Trustees are authorized and permitted to engage services of a Registered Investment Agent who possesses the necessary specialties in investment research facilities and skilled manpower to meet Foundation investment objectives and guidelines. Accordingly, the Trustees require the Agent to adhere and manage assets according to prudent standards as established in common trust law and the Uniform Prudent Investors Act. The

engagement of a Registered Investment Agent for the management of Foundation assets, however, does not relieve the Trustees from their responsibility for safekeeping and guidance of the funds.

Investment policy guidelines will be fixed from time to time by the Trustees after consideration of advice and recommendations of the Investment Committee. All modifications of investment policy guidelines shall be in writing, voted upon by the Trustees of the Foundation, and reflected in the official minutes of the Foundation. The Executive Vice President of the Foundation shall be charged with the implementation of all investment transactions.

Revised 8/8/04

3. Investment Objectives

The investment objective of the Delta Sigma Pi Leadership Foundation will be to attain a favorable absolute return for entire Foundation assets, consistent with preservation of capital and some emphasis on long-term growth.

It is the goal of the Foundation to obtain an average annualized total return of 6.0% to 8.0% over a five to seven year investment market cycle.

All performance return figures shall be timely provided no less than semi-annually for review by the Investment Committee, reviewed no less than annually by the Board of Trustees and reflected in the official minutes of the Foundation.

Revised 8/6/16

4. Investment Guidelines

a. Asset Allocation and Investment Philosophy

The Trustees believe it should be the function of this investment policy to aid the Investment Committee of the Foundation in identifying, selecting and implementing the proper allocation of assets for investment.

Accordingly, it is the philosophy of the Trustees that the asset mix of the fund should be:

EQUITY	Maximum exposures:	Maximum Equity:	80%
INCOME	Maximum exposures:	Maximum Income:	40%
CASH	Remaining portions to be invested in cash		

Revised 3/15/06; 8/6/16

b. Type of Assets

The following is an <u>acceptable</u> list of assets and/or investment transactions for investment by the Foundation:

EQUITY SECURITIES
- Common Stocks
- Preferred Stocks
- Open-end Mutual Funds
- Closed-end Mutual Funds (but cannot use leverage)
- Exchange Traded Funds (ETFs)
- Publically Traded REITs – not to exceed 7% of the total Equity Securities, or 5% of the total portfolio

INCOME SECURITIES
- Corporate Bonds (Investment Grade)
- Commercial Paper (Investment Grade)
- U.S. Treasury Securities
- U.S. Agency Securities

- Open-end Mutual Funds
- Closed-end Mutual Funds (but cannot use leverage)
- Exchange Traded Mutual Funds (ETFs)
- Convertible Bonds (Investment Grade)
- Certificates of Deposit
- Trust Preferred Securities

The following is an unacceptable list of assets and/or investment transactions expressly prohibited for the Foundation:

- Improved and Unimproved Real Estate
- General or Limited Partnerships
- All Options Transactions
- Short-Selling
- Commodities
- Letter Stock
- Penny Stocks (NASDAQ stocks selling under $5.00 per share)
- Purchase of "Hot Issues" (New Issues)
- Trading on Material Non-Public Information

Revised 8/6/16

c. Cash or Cash Equivalents

All cash should be invested in federally insured net income bearing securities. Whenever possible, such securities should have a maturity of 12 months or less.

Revised 8/6/16

d. Diversification of Securities

The Trustees' goal is to construct a well-diversified portfolio that consists of various types of securities in an attempt to reduce overall portfolio risk caused by market fluctuation.

Revised 8/6/16

5. **Investment Performance Calculations & Evaluation**

Return performance calculations and evaluation of Foundation funds shall be determined by:

a. A relative comparison of the Foundation's portfolio return(s) to a specific market index, for each asset class. The indices will be chosen by the investment manager in consultation with the investment committee.

b. How the Foundation's investments are allocated between Asset Class. Shown by both dollar and percentage amounts.

c. Investment performance figures shown Gross and Net of all investment fees (Management Fees, Load Fees, Commissions, etc.), with schedules supporting charges, if any assets are invested by, or in the custody of, a Registered Investment Agent.

Revised 8/6/16

6. Risk Tolerance

a. Guidelines

As a basis for controlling risk for the Foundation, it is desirable to limit the funds exposure in each asset segment. The guidelines are as follows:

(1) In the Equity investment component of the Foundation, it is the intention of the Trustees to invest in a diversified group of equity oriented securities from the acceptable list to a maximum of 80%.

(2) In the Income investment component of the Foundation, it is the intention of the Trustees to invest in a diversified group of income oriented securities from the acceptable list to a maximum exposure of 40%.

7. **Additional Guidelines**

a. Commingling of Funds

The Trustees are authorized to commingle the individual endowments, when permitted by the endowment's guidelines, for investment purposes when they deem it necessary and beneficial in meeting the objectives and goals of this investment policy, and are acting solely in the best interest of the participants and their beneficiaries. The Trustees would be responsible for maintaining fund accounting even if funds are commingled for investment purposes.

If the Trustees commingle the funds, then each fund commingled will be allocated a proportionate share of net income, dividends, proceeds from sales, gains, losses, or any other increase or decrease based upon the ratio of the cost basis of the individual fund balance to cost basis of all commingled funds as a whole. Expenses of these funds shall also be allocated on a similar basis. (See Policy II.A. "Named and/or Designated Gifts")

b. Liquidity Needs of the Foundation

Based upon demographic data, supporting schedules will be presented to the Committee representing the scholarship goals of the Foundation for respective fiscal years ending June 30.

These schedules will be used by the Committee to determine suitable Foundation investments for meeting annual cash flow needs.

F. GIVING LEVELS

Giving levels are for recognizing individual and corporate donors.

1. Cumulative

$1,000,000 — Visionary
$500,000 — Advocate
$250,000 — Sustainer
$100,000 — Centurion
$50,000 — Fifth Founder
$25,000 — Benefactor
$10,000 — Entrepreneur
$5,000 — Cornerstone
$1,000 — Architect

Approved 8/11, Amended 3/20, 1/22

2. Annual

Chairman Society	$25,000 or more (added 2/07)
Old Gold Society	$10,000 - $24,999 (added 2/07)
Trustee Society	$5,000 - $9,999

Crown & Delta Society	$2,500 - $4,999
Deltasig Investors Roundtable	$1,200
1907 Society	$1,000 - $2,499
Leadership Society	$500 - $999
Foundation Member	$100 - $499

G. COMMITTEES AND DUTIES

1. Board Committees. The Delta Sigma Pi Leadership Foundation will have the following Standing Board Committees:

A. **Advancement Committee.** The purpose of the Advancement Committee is to support the Board of Trustees in the strategic planning and oversight of the fundraising and stewardship undertakings of the Foundation. The Committee advises the Board on fundraising policies, fundraising programs and stewardship activities. The Committee is charged with the following tasks:

1. Monitor fundraising programs for continuity and effectiveness
2. Monitor stewardship programs for continuity and effectiveness
3. Monitor fundraising performance versus initiative goals
4. Monitor the organizational structure to ensure effective fundraising
5. Review and develop stewardship activities for gifts of $10,000 or more
6. Explore new revenue generating initiatives
7. Conduct an annual review of all policies pertaining to fundraising and recommend relevant additions and adjustments for board approval
8. Provide a written report on recent activities of the Committee to the Board for each Board Meeting

B. **Audit Committee.** The purpose of the Audit Committee is to support the Board of Trustees in fulfilling its oversight responsibility with respect to the financial reporting process, the system of internal controls, the audit process and the Foundation's process for monitoring compliance with laws and regulations. The Committee is charged with the following tasks:

1. Review the outside auditor's qualifications, independence and performance
2. Review the annual financial statements audited by the outside auditors
3. Review suggestions for improvements in internal controls from the outside auditors
4. Review with the outside auditor any audit problems or difficulties and management's response
5. Review significant accounting and reporting developments and issues
6. Exercise oversight of the Foundation's process for monitoring compliance with legal and regulatory requirements
7. Assist in annual audit preparation
8. Provide a written report on recent activities of the Committee to the Board for each Board Meeting

C. **Board Development & Nominations Committee.** The purpose of the Board Development & Nominations Committee is to support the Board of Trustees in the recruitment and retention of Trustees and volunteers, specifically to examine the reasons the Foundation attracts and maintains volunteers and to assure that the Board remains proactive in maintaining strong succession plans. The Committee advises the Board on Trustee policies, provides recommendations for internal officers and oversees programs for the recruitment and retention of Trustees and volunteers. The Committee is charged with the following tasks:

1. Provide support to recruitment and retention plan implementation
2. Propose any necessary recommendations related to trustee and volunteer criteria
3. Review current practices and suggests changes related to trustee and volunteer renewal, retention, and recruitment
4. Maintain a list of potential trustees and volunteers
5. Actively seek out referrals for potential trustees and volunteers
6. Participate fully in the cultivation process for potential trustees and volunteers
7. Ensure the board membership is diverse in professions and skills sets which correspond to the operational areas of the Foundation

8. Maintain a record of participation, giving and terms for each trustee
9. Develops and executes a trustee orientation program
10. Provide a yearly slate of candidates to serve as trustees and officers
11. Provide a written report on recent activities of the Committee to the Board for each Board Meeting.

D. **Finance Committee.** The purpose of the Finance Committee is to support the Board of Trustees in the financial oversight and planning for the Foundation. The Committee advises the Board on financial policies, financial regulations and investments. The Committee is charged with the following tasks:

1. Provide assistance in the annual budget process
2. Review periodic financial statements, including balance sheet, income, expenses, pledge receivables and cash flow
3. Monitor investment portfolios
4. Review investment reports on a monthly basis
5. Review requests for gifts in kind
6. Conduct an annual review of all policies pertaining to finance and investments and recommend relevant additions and adjustments for Board approval
7. Provide a written report on recent activities of the Committee to the Board for each Board Meeting

E. **Scholarship & Grant Committee.** The purpose of the Scholarship & Grant Committee is to support the Board of Trustees in the strategic planning and oversight of the allocation of grants and scholarships from the Foundation. The Committee advises the board on granting policies, granting opportunities and the process to administer scholarships and grants. The Committee is charged with the following tasks:

1. Monitor the value of individual scholarships for maximum value to the student
2. Monitor the criteria for all scholarships and grants
3. Monitor the metrics for scholarship selection and grant approval for efficiency
4. Review criteria for newly endowed/created scholarships or grants
5. Provide marketing support for all scholarship and grants
6. Approve the slate of scholarship recipients from the Scholarship Selection Team
7. Appoint the Scholarship Selection Team Leader
8. Provide support and direction to the Scholarship Selection Team
9. Review and approve all grant requests submitted by the Delta Sigma Pi Fraternity
10. Review and respond to all outside grant requests on behalf of the Board
11. Provide a written report on recent activities of the Committee to the Board for each Board Meeting

2. Board Committee Chairs. The Board Chair will appoint each Committee Chair in congruence with the Board's Annual Meeting. The term for a Committee Chair will be one year, with the possibility of reappointment. In the event a Committee Chair is not a Trustee, that Chair shall not be considered in the line of succession (G.4) or for purposes of serving on the Executive Committee (G.6).

3. Board Committee Membership. The membership of each committee shall be made up of Trustees, Trustee Emeriti and others who are subject matter experts. Each Committee must have at least one Trustee. The membership of each committee will be selected by the Committee Chair, with approval by the Board Chair. Trustee Emeriti and other individuals who are not members of the Board must be individually approved by the Board of Trustees. The Executive Vice President, or designee, and Board Chair serve as an ex officio, non-voting member of all Board Committees.

A. **Audit Committee Membership Exception.** The membership of the Audit Committee will be made up of the Audit Committee Chair (who must be a Trustee), appointed by the Board Chair as outlined in Policy G.2., and two non-Trustees who will be appointed by the Board Chair. No other Trustee may serve on the Audit Committee and no member can be a current board member of an organization that has received a grant from the Foundation.

B. **Appointment of non-Trustee Committee members**. The Board of Trustees may appoint individuals who are not members of the Board to serve on Committees. Non-Trustee Committee members will be selected based on their expertise, experience, or interest in the Committee's purpose. Potential non-Trustee Committee members may be nominated by the Committee Chair and approved by the Board of Trustees in congruence

with the Board's Annual Meeting. The term for a non-Trustee Committee member will be one year, with the possibility of reappointment. All appointments must be documented in the Board Meeting minutes. Non-Trustees have voting rights within the Committee, but do not have authority to vote on matters that cannot be delegated by the Board of Trustees as defined in the Code of Regulations. Non-Trustee Committee members must comply with the Conflict of Interest Policy and Whistleblower Policy. The Board of Trustees reserves the right to remove any non-Trustee Committee member at its discretion, with or without cause.

Approved 3/25

4. Line of Succession. In the event of an unexpected vacancy of both the Chair and Vice Chair, the following line of succession will be followed:

1. Finance Committee Chair
2. Advancement Committee Chair
3. Scholarship & Grant Committee Chair
4. Audit Committee Chair
5. Board Development & Nominations Committee Chair

5. Other Support Groups. The Board Chair, in consultation with the Executive Vice President and appropriate Committee Chair, may establish other support groups to aid in the work of the Board Committees. Such groups are defined as the following:

A. **Subcommittee.** A subcommittee is a support group that undertakes a part of the responsibilities of the Board Committee and is typically ongoing and does not have a defining end date. The subcommittee reports to the Board Committee. All subcommittees will have a written Subcommittee Charter which is developed by the Committee Chair, in consultation with the Board Chair and Executive Vice President. The Subcommittee Charter will, at minimum, define the purpose of the subcommittee and outline specific responsibilities.

B. **Task Force.** A task force is a support group that undertakes and addresses a defined need or project and is typically project based with a definite start and end date. The task force reports to the Executive Vice President, with a close working relationship to the appropriate committee chair. All task forces will have a written task force charter developed by the Executive Vice President, in consultation with the Board Chair and the appropriate Committee Chair. The task force charter will, at minimum, define the purpose of the task force, outline specific responsibilities and indicate the expected time of existence.

C. **Team.** A team is a support group that undertakes an operational need. The team reports to the Executive Vice President, with a close working relationship to the appropriate committee chair. All teams will have a written team charter developed by the Executive Vice President, in consultation with the Board Chair and the appropriate Committee Chair. The Team Charter will, at minimum, define the purpose of the team, outline specific operational responsibilities and indicate which Central Office staff members will be working in conjunction with the team.

6. Executive Committee. The Delta Sigma Pi Leadership Foundation will have an Executive Committee composed of the following Officers and Trustees: Board Chair, Board Vice Chair, Executive Vice President (ex officio, non-voting), Finance Committee Chair and one other Trustee chosen by the Chair. In the case that the Board Chair or Vice Chair serve a dual role as a Committee Chair, the line of succession in Policy G.4. will be used to determine the Committee Chair who serves on the Executive Committee. The Executive Committee will be responsible for monitoring the overall operations of the Foundation in the interim between meetings of the Board called according to the Code of Regulations and is authorized to make temporary changes to Policies and Procedures as outlined in I.C.2 of these Policies and Procedures. The Executive Committee is chaired by the Board Chair.

Approved 5/18; Amended 7/21 (3.2 and 3.3)

H. VOLUNTEER DEVELOPMENT PROGRAM

1. **Volunteer Philosophy.** The Delta Sigma Pi Leadership Foundation (the "Foundation") recognizes that Delta Sigma Pi has a strong base of alumni who maintain strong connections with the Fraternity and who want to support the Foundation. These individuals are passionate about Delta Sigma Pi. The Foundation will continue to provide opportunities for all alumni and collegians to engage and learn about the organization.

2. **Volunteer Structure.** The Foundation will have the following roles as part of the Volunteer Development Program.

    a. **Foundation Ambassadors.** Foundation Ambassadors leverage local alumni with strong networks within a geographic area or major market in order to increase fundraising, stewardship, engagement and educational efforts in a geographic area. A Foundation Ambassador is responsible for the following activities:
        (1) Build relationships with local alumni to increase knowledge and engagement with the Foundation
        (2) Coordinate with the Central Office, collegiate chapters, alumni chapters and Chapter Champions to identify local donors who are not currently engaged
        (3) Plan and execute engagement or fundraising events at the local level.
        (4) Connect high potential local donors to trustees and staff as appropriate
        (5) Recognize and thank local alumni for gifts under $250

    b. **Chapter Champions.** Chapter Champions leverage alumni with strong connections to specific collegiate chapters, colleges and schools of business in order to increase fundraising growth of Chapter Leadership Funds. A Chapter Champion is responsible for the following activities:
        (1) Coordinate with the Central Office, collegiate chapters, alumni chapters and Foundation Ambassadors to identify donors who are not currently engaging at national events
        (2) Build relationships with university faculty and staff to increase knowledge of and engagement with Delta Sigma Pi and the Foundation
        (3) Collaborate with university officials and synergize fundraising and "friendraising" efforts
        (4) Plan and execute Foundation engagement and fundraising events in connection with collegiate chapter and/or university events
        (5) Serve as a resource for designated collegiate chapters on Foundation matters and the growth and use of their Chapter Leadership Fund
        (6) Connect high potential local donors to Trustees and staff as appropriate
        (7) Recognize and thank alumni for their support of Chapter Leadership Funds

    c. **Volunteer Coordinator.** Volunteer Coordinators leverage alumni who attend Fraternity events to coordinate and execute Foundation activities in order to increase fundraising, stewardship, engagement and educational efforts during events. A Volunteer Coordinator is responsible for the following activities:
        (1) Recruit and train volunteers to staff event needs, such as a Foundation resource/information table
        (2) Manage the Foundation resources table (if any) during events
        (3) Manage other onsite Foundation needs and logistics during events
        (4) Provide proper stewardship to fellow event volunteers.

3. **Minimum Expectations.** All alumni must meet the following minimum expectations in order to be appointed to any role within the Volunteer Development Program:
    a. Passion for Delta Sigma Pi and the Foundation
    b. Proven track record of advocacy and support of Delta Sigma Pi
    c. Alignment with the philosophy and approach of the Foundation
    d. Knowledgeable of the programs and purpose of the Foundation
    e. Strong communication skills
    f. Current donor at any level

4. **Management.** The recruitment, selection, appointment, management and dismissal of all volunteer roles of the Volunteer Development Program will be the responsibility of the Executive Vice President, or designee. The Advancement Committee will be responsible for general oversight and support.

Approved 8/20

I. EXPENSE AUTHORIZATION

1. **General Purpose**

Each year the Trustees of the Leadership Foundation approves a budget which includes expense and revenue projections. The annual budget and projections are then administered by the President and Chair of the Foundation along with the Executive Vice President. From time-to-time, however, Foundation expenses may develop that were unexpected and necessary. To insure a seamless administration of the Foundation while also maintaining organizational accountability, the following policy guidelines are to be fully considered in the event of a need to purchase items or expenses not approved through the annual budget approval process.

2. Policy Guidelines

The President and Chair may authorize the Executive Vice President of the Foundation, or other Foundation staff in the absence of said staff member, without a Trustee vote, to purchase any non-budgeted item or expense of a value of not more than $7,500 for a given fiscal year with no carry over to the next year for the purpose of assisting the Foundation in the implementation of its mission.

The Executive Vice President may authorize purchase of all budgeted items as approved by the Trustees at any time during the fiscal year.

The Executive Vice President may authorize purchase of any non-budgeted item or expense of a value of not more than $500 per occurrence with a maximum of $5,000 for a given fiscal year with no carry over to the next year for the purpose of assisting the Foundation in the implementation of its mission.

Trustees of the Foundation shall not suggest or direct expenditures without the approval and authorization of the President and Chair.

The Executive Director of the Fraternity may not require or obligate any purchase of any item or expense for any purpose by the Executive Vice President or any member of the Foundation staff without approval of the Board of Trustees and the Fraternity's Board of Directors.

The Executive Vice President may not require or obligate any purchase of any item or expense for any purpose by the Executive Director of the Fraternity or any member of the Fraternity staff without approval of the Board of Trustees and the Fraternity's Board of Directors.

Approved 8/12/00; Revised 2/18/22

J. TRUSTEE TRAVEL

1. General Purpose

The Trustees of the Leadership Foundation serve as the primary spokespeople to the Fraternity membership and the global community regarding the charitable mission of the Foundation. To that end, the history and culture of the Trustees has been that all travel performed in the name of the Foundation and for representation and fundraising for the Foundation would be paid for by the Trustee and would be reported to the Foundation staff. The value of such travel would be documented and considered a "gift-in-kind" to the Foundation. To insure a seamless administration of the Foundation while also maintaining organizational accountability, the following policy guidelines are to be fully considered by the Trustees through service to the Foundation and Fraternity:

2. Policy Guidelines

a. Travel for the President and Chair, coordinated through the annual budget and approved by the Board of Trustees, may not be included in the annual travel gift amount of the President and Chair.

b. The Executive Vice President may not require or obligate any Trustee to travel on behalf of the Foundation.

c. The Executive Director of the Fraternity may not require or obligate any Trustee to travel on behalf of the Fraternity.

d. To qualify for gift-in-kind recognition, Trustees must submit expenses incurred between July 1 and December 31 by December 31 and must submit expenses incurred between January 1 and June 30 by June 30.

e. Travel that is conducted in the name of the Foundation should be obtained at a reasonable cost and should be coordinated with as much advance notice as possible to insure that market rates for fares may be engaged. Any official representation of the Foundation that requires travel must be pre-approved by the Chairman or President.

f. Travel that is conducted in the name of the Foundation can be submitted as gift-in-kind following these guidelines:

1. If you are a current Trustee you can submit your actual expenses incurred for lodging at no more than the Delta Sigma Pi negotiated rate for a double occupancy as a gift-in-kind. You cannot submit anything that would be considered an upgrade to a standard room such as suites, concierge class, etc. A copy of the hotel folio is required with the expense report submission.

   Examples:
   - You share a room with another person and they are not a Trustee or board member, then you will be able to submit the full negotiated rate.
   - If you are sharing a room with any person entitled to either reimbursement or gift-in-kind credit from either the Fraternity or the Leadership Foundation, then you will be able to submit ½ of the room rate.

   Qualifying days are as follows:
   - You can submit up to 1 night prior to an event.
   - You can submit up to 1 additional night stay following an event

   Any expenses associated with room such as movies, mini bar, internet and wireless fees cannot be submitted as a gift-in-kind.

2. If you are an incoming Trustee and you attend the meeting upon your appointment then you can submit your travel costs as a gift-in-kind per the guidelines in this policy.

3. If you are a Trustee who is coming off the board at a particular meeting that you are attending you can submit your room as a gift-in-kind per the guidelines stated above.

4. Trustee Emeritus or other persons appointed by the Chairman can be eligible for gift-in-kind credit for expenses incurred for Foundation business provided they are approved by the Chairman in advance and otherwise follow these guidelines.

5. You are allowed a per diem of the IRS approved amount for meals only as periodically published as a gift-in-kind on days of travel including day of flights. If your inbound flight to attend the meeting leaves before 12pm local time you may count that day. If your return flight lands after 12pm local time you may count that day. If the event you are attending includes lunch or dinner, the per diem will be 50% of the IRS determined amount. If the event includes both meals, no per diem will be allowed.

6. Rental cars. If you have the need for a rental car you can submit it as a gift-in-kind as long at it is used for the event. If used as personal and Foundation related, then you can submit the prorated share of the cost of the rental and expenses associated with it based upon miles driven. You can submit a reasonable cost for a standard midsize rental. Any upgrade will not be considered. If a rental is needed, Trustees are encouraged to coordinate rides to consolidate cost. In this case, a larger car may be necessary to accommodate multiple people. In such cases, each person can submit their share of the cost. Parking can also be submitted as an expense of the rental.

7. If you drive to a location, or have a need for your personal car for a portion of your trip, you can submit as a gift-in-kind the mileage at the standard rate determined by the taxation laws for a not-for-profit organization. Parking can be submitted as an expense of the trip.

8. Flight cost. You can submit flight costs to a Foundation or Fraternity event as a gift-in-kind. The ticket must be a coach and you cannot submit anything that would be considered an upgrade.(ie first class) Any tickets purchased less than 14 days in advance and represent a significantly higher price may be reviewed and a portion may not qualify. Please be sure you purchase any flights in a timely fashion. In order to be acceptable, the Trustee must have participated in the Foundation or Fraternity event as a representative of the Foundation.

9. Registration for an event. Registration for the event is considered an acceptable gift-in-kind and can be submitted.

10. Travel and meal costs incurred in the process of soliciting donors can be submitted as gift-in-kind. Each trustee will be allowed up to $500 per year for these expenses. Expenses submitted in excess of this amount, must be approved by the Chair in advance.

Any request for a gift-in-kind receipt that does not meet the above standards will be denied and the Audit Chair will be notified. The Audit Chair will send notice of the receipt denial to the Trustee.

The Audit Committee will perform a biannual audit of gift-in-kind to ensure compliance to policy.

Revised 8/15/03; 10/19/08; 7/1/10; 9/1/12; 11/17/15; 2/18/22; 3/30/23; 8/5/25

K. SCHOLARSHIP ELIGIBILITY & GUIDELINES

1. General

Employees of Delta Sigma Pi Fraternity, employees of the Leadership Foundation, members of the Board of Trustees, and members of the Board of Directors of the Fraternity cannot receive funding from the Leadership Foundation Academic Scholarship Program while serving and six months following their term of service or employment. However, this shall not preclude the Delta Sigma Pi Fraternity Collegian of the Year from receiving the scholarship for graduate studies that accompanies the Collegian of the Year recognition.

Effective date: September 1, 2001; Approved 2/9/01

2. Defining Financial Need, Qualified, Worthy

The Scholarship Committee is to use its discretion in determining “need” based on information provided on application forms for those scholarships utilizing “financial need” as a criteria.

The term “needy” is defined as lacking in financial or other resources.

The term “worthy” is defined as having worth or merit or value; being honorable or admirable.

The term “qualified” is defined as meeting the proper standards and requirements as presented in the application.

Approved 2/8/04; Revised 2/15/09

3. Good Standing

Each scholarship applicant (where applicable) is required to be in good standing with Delta Sigma Pi Fraternity on the date their application is submitted. In addition, if an applicant is granted a scholarship, on the date the award is distributed that individual must be in good standing with the Fraternity. If, on the date the award is to be distributed the individual is subject to disciplinary action, the award will be held pending the outcome of that disciplinary action.

If an individual is in good standing, it is not required their collegiate chapter be in good standing in order to be eligible.

Approved 2/8/04; Revised 2/15/09

4. Letters of Recommendation

Recommendation letters for scholarship applicants will not be accepted from current Leadership Foundation Board of Trustee members or members of the Scholarship Selection Committee.

Approved 10/19/08

5. Scholastic Transcripts

Transcripts are not required for submission with scholarship applications, however a signed Transcript Release form will be required. Applicants must provide major and minor areas of study, overall GPA, average in your major area and class standing.

Electronic and hard copies of transcripts will be allowed for submission with scholarship applications when required. An official transcript will be required from the recipients for verification prior to scholarship payout.

Approved 10/19/08, Revised 8/18/12

6. Accreditation of Online Degree Programs

Online degree programs must be accredited by the nationally recognized crediting body for that field of study. To be determined by the Scholarship Selection Committee on a case-by-case basis.

Approved 10/19/08

7. Application Deadlines

Completed scholarship applications must be submitted electronically on or before 11:59 p.m. Eastern Daylight Time on June 1.

Approved 8/21/10, Revised 1/20

8. Scholarship Recipient Deadline

Recipients will have until December 31 in the year of the award to respond with the required documentation to complete the process and receive disbursement.

Approved 3/9/14

9. Founders' Memorial Scholarships

Scholarships from the Founders' Memorial Fund may be awarded annually to a combination of undergraduates and graduates as determined by the Scholarship and Grant Committee and any applicable financial considerations (see appendix for historical levels).

Approved 3/9/14; Revised 2/18/22

L. DELTASIG FOR LIFE DONOR PROGRAM

1. Objective

To encourage donors to increase unrestricted donations that support the operations of the Foundation and its goal to maximize grants supporting the national Fraternity and its educational programs.

2. Program Description

- The Deltasig For Life Donor program recognizes donors who sign up for monthly/quarterly automatic giving with secondary recognition for level of gift (note: see Recognition Levels).
- This is an ongoing program - not a campaign.
- Educate donors on the importance of giving to all Funds that provide unrestricted support of the Foundation and those that provide funding for educational programming/speakers at LEAD and GCC and supports the COY program and Educational & Leadership Consultant program to support chapters.

3. Recognition Levels

Recognition will be DELTASIG FOR LIFE DONOR – XX Level

NOTE: A donor must sign-up for automatic giving and be actively giving to be recognized as a part of the Deltasig For Life Donor program.

RECOGNITION LEVELS FOR DELTASIG FOR LIFE DONOR PROGRAM
One Star Funder: $240/year ($20/month or $60/quarter)
Two Star Funder: $600/year ($50/month or $150/quarter)
Three Star Funder: $1,200/year ($100/month or $300/quarter)
Four Star Funder: $1,500/year ($125/month or $375/quarter)
Superstar Funder: $3,000/year or more (minimum $250/month or $750/quarter)

Adopted 6/5/12. Revised 6/17/14, 9/14/14; Revised 11/18/14; Revised 8/11/15; Revised 2/18/22 to be effective 8/1/22 (dollar amounts); Revised 3/30/23; Revised 7/1/24

M. DELTASIG INVESTORS ROUNDTABLE

1. **Purpose.** The Delta Sigma Pi Leadership Foundation (the "Foundation") will establish a prestigious annual giving society that will provide recognition to those individuals who contribute $1,200 or more annually. The annual giving society allows the Foundation to systematically market the opportunity for alumni and friends to give significant annual gifts and establishes a consistent method to recognize those significant donors in a meaningful fashion.

2. **Name.** The Foundation's annual giving society will be named the Deltasig Investors Roundtable. Members of the Deltasig Investors Roundtable will be referred to as a "Member of the Deltasig Investors Roundtable" or a "Deltasig Investor."

3. **Qualifications.** Membership in the Deltasig Investors Roundtable is available to any individual who contributes $1,200 or more annually.

   A. Unrestricted and Restricted Gifts. All gifts made to the Foundation will be counted toward membership in the Deltasig Investors Roundtable.

   B. Planned Gifts. Estate gifts, including wills and bequests that have not yet been realized will not be counted toward membership in the Deltasig Investors Roundtable, but are recognized as part of the Living Legacy Society.

C. **Spouses.** Membership in the Deltasig Investors Roundtable is tied to individual giving, therefore, individuals who are documented as spouses in the database will both need to meet the minimum giving requirement in order for both to be members of the Deltasig Investors Roundtable.

D. **Hard and Soft Credit.** Hard credit gifts will be counted toward membership in the Deltasig Investors Roundtable. Soft credit gifts will not be counted towards membership.

4. **Annual Cycle.** Membership in the Deltasig Investors Roundtable will follow the Foundation's fiscal year, July 1 to June 30.

5. **Fundraising.** The Foundation will systematically market the opportunity for alumni and friends to give significant annual gifts and join the Deltasig Investors Roundtable.

    A. **Fundraising Plan.** An annual fundraising plan for the Deltasig Investors Roundtable, including face-to-face meetings, direct mail, email, social media and other communication vehicles, will be created annually in conjunction with the Annual Giving Plan.

    B. **Membership Goal.** An annual goal for the number of members of the Deltasig Investors Roundtable will be set in conjunction with other fundraising goals.

    C. **Fundraising Goal.** An annual goal for the dollars raised from members of the Deltasig Investors Roundtable will be set in conjunction with other fundraisings goals.

6. **Recognition.** The Foundation will execute consistent methods, tactics and opportunities to recognize the members of the Deltasig Investors Roundtable in addition to the stewardship and acknowledgement procedures related to all gifts to the Foundation.

    A. **Annual Event.** The Foundation will host a special event for the membership of the Deltasig Investors Roundtable in conjunction with Grand Chapter Congress. Other events or recognition opportunities will be hosted in non-Grand Chapter Congress years.

    B. **The DELTASIG.** The membership of the Deltasig Investors Roundtable will be published annually in *The DELTASIG*, as part of the Foundation's Annual Report. Additionally, the membership of the Deltasig Investors Roundtable will receive a subscription to *The DELTASIG*, or successor publication, as a current Foundation donor.

    C. **Communication.** Special communication will be sent to the membership of the Deltasig Investors Roundtable throughout the year, as outlined by the Foundation's Annual Giving Plan. The membership of the Deltasig Investors Roundtable will receive periodic communication from volunteer and staff leadership.

    D. **Grand Chapter Congress.** Members of the Deltasig Investors Roundtable who attend a Grand Chapter Congress will receive a Deltasig Investors Roundtable nametag ribbon and will be publicly recognized at appropriate points during Grand Chapter Congress.

    E. **LEAD Events.** Members of the Deltasig Investors Roundtable who attend a LEAD Provincial Conference or a LEAD School will be publicly recognized at appropriate points during the event.

    F. **Additional Recognition.** The Advancement Committee and staff may add additional recognition opportunities for the membership of the Deltasig Investors Roundtable throughout the year.

7. **Other Foundation Recognition.** Membership in the Deltasig Investors Roundtable will be awarded in addition to other established giving recognition programs and giving milestones of the Foundation. Individuals who meet the requirements for an Annual Giving Society, a Cumulative Giving Level, the Living Legacy Society or the Deltasig For Life Donor Program, are recognized separately according to the individual policy.
Adopted 12/18

N. DELTASIG BASE SOCIETY

1. **Purpose.** The Delta Sigma Pi Leadership Foundation (the "Foundation") has established a prestigious giving society that will provide recognition to those individuals who contribute at least $25,000 to the BASE Fund. The giving society allows the Foundation the opportunity for all members and friends of Deltasig to give significant gifts to support Foundation operational expenses and establishes a consistent method to recognize those significant donors in a meaningful fashion.

2. **Name.** The Foundation's giving society will be named the Deltasig BASE Society. Members of the Deltasig BASE Society will be referred to as a "Member of the Deltasig BASE Society" or as a "BASE Founder, BASE Builder or Bridge Funder" as defined below.

3. **Qualifications.** Membership in the Deltasig BASE Society is available to any individual who contributes $25,000 or more to the BASE Fund, with a Bridge Funder level to encourage the growth of donors.

    A. Deltasig BASE Society levels are as follows:

        i. **BASE Founder** status has been achieved by 19 individuals who have given at least $25,000 during the development phase (where a minimum of $5,000 was received by Grand Chapter Congress 2022) and is a finite group.

        ii. **BASE Builder** is achieved with at least $25,000 in donations to the BASE Fund.

        iii. **Bridge Funder** is achieved with at least $10,000 in donations or active pledge to the BASE Fund.

    B. **Restricted Gifts to BASE** Only restricted gifts to BASE Fund will be counted toward membership in the Deltasig BASE Society.

    C. **Planned Gifts.** Estate gifts, including wills and bequests can be counted toward Deltasig BASE Society once realized, and will continue to be recognized as part of the Living Legacy Society.

    D. **Spouses.** Membership in the Deltasig BASE Society is tied to individual giving, therefore, individuals who are documented as spouses in the database will both need to meet the minimum giving requirement in order for both to be members of the Deltasig BASE Society.

    E. **Hard and Soft Credit.** Hard credit gifts will be counted toward membership in the Deltasig BASE Society. Soft credit gifts will not be counted towards membership.

4. **Recognition.** The Foundation will execute consistent methods, tactics and opportunities to recognize the members of the Deltasig BASE Society in addition to the stewardship and acknowledgement procedures related to all gifts to the Foundation. This includes recognition on the website, at national events, and in print publications.

    A. **BASE Founder**. Those achieving the BASE Founder designation received a special "Founder" brick placed in the Delta Sigma Pi Central Office brick garden – within a designated area specifically for BASE recognition.

    B. **BASE Builder**. Those achieving the BASE Builder level will receive a special brick placed in the Delta Sigma Pi Central Office brick garden – within a designated area specifically for BASE recognition.

5. **Other Foundation Recognition.** Membership in the Deltasig BASE Society will be awarded in addition to other established giving recognition programs and giving milestones of the Foundation. Individuals who meet the requirements for an Annual Giving Society, a Cumulative Giving Level, the Living Legacy Society or the Deltasig For Life Donor Program, are recognized separately according to the individual policy.

6. **Changing of Society Requirements.** Trustees of the Foundation will review the parameters and giving requirements of the Society at least every five (5) years and will provide no less than a two (2) year notification for changes. BASE Founders, those who have achieved BASE Builder level and those in an active pledge for BASE Builder or Bridge Funder will be grandfathered until their pledge expires.

Adopted 3/23

O. ACCEPTANCE OF NON-CASH CONTRIBUTIONS

1. General Concepts

Non-cash gifts are welcomed but must not create undue risk or cost to the Foundation. The Foundation is not to be an operator of or principal in a business or other investment vehicle. In general, all non-cash gifts should be converted after receipt to funds suitable for the designated investment managers to invest under existing investment policy guidelines. Exceptions are to be reviewed by the Gifts and Solicitation and Investment Committees who in turn make recommendations to the full Board of Trustees for final acceptance. Where appropriate, legal counsel may be engaged to assist in reviewing the potential contribution. The Foundation will not accept gifts that could cause litigation involving the Foundation or would impair the possibility of significant future gifts. The Foundation will not serve as advisor to or fiduciary for any potential donor. The Foundation will not accept gifts in which the Foundation assumes any significant liability or expense for ownership, maintenance, or administration.

2. Marketable Securities

Marketable securities transferred to the Foundation shall be liquidated as soon as possible and made available for the investment managers for reinvestment in accordance with the Foundation's existing investment policies in place. If, in the opinion of the investment managers, the marketable security to be transferred to the Foundation is a security already suitable under the existing investment policy guidelines, the Foundation may permit the direct transfer of the marketable security to the investment managers.

3. Non-Freely Tradable Securities

Securities with trading restrictions (either on the face of the security or from donor intent) in general should not be accepted until the restrictions lapse. The Foundation shall negotiate with the donor to remove such restrictions, if possible; if such restrictions cannot be removed, the full Board must approve acceptance after review by the Gifts Committee and the Investments Committee. Non-freely tradable securities for this purpose shall include partnership interests (both general and limited), joint ventures, or similar joint ownership vehicles.

4. Real Estate

The Foundation will accept real estate only if it can be immediately liquidated without significant cost to the Foundation and without incurring any liability (such as ADA or environmental exposure or undisclosed contingent liabilities). For this purpose, any oil and gas mineral interests (such as royalty, overriding royalty, leasehold interest, or working interest) shall be considered real estate. Before acceptance of any real estate, an environmental study must be done to determine the exposure to environmental contamination liability. The minimum requirement will be a Phase I environmental study, but the Trustees reserve the right to require a more extensive study based on the particular facts and circumstances. Any such study must conclude that the Foundation has no current or future risk to such environmental liability even if title is held for a short time before liquidation. Valuation of any accepted real estate shall be done by a qualified appraiser who is independent of both the donor and the Foundation, preferably at the donor's expense. Thorough investigation into the nature and validity of title in the donor is required. Fractional (undivided) interests in real estate are not to be accepted.

a. Per Trustee action in 9/13 (LF13-13), Dozier Oil Interests are excepted from this liquidation policy. These interests may be held indefinitely, until the Trustees vote to sell the interests or otherwise rescind this exception.

5. Bequests

Bequests of non-cash property from a decedent must be reviewed thoroughly for both the nature of the asset to be transferred and the restrictions placed on the bequest by the decedent. If the bequest does not meet the normal acceptance requirements, then the Foundation must negotiate with the decedent's representative (Executor or Trustee) to determine whether the restrictions can be modified without jeopardizing the decedent's estate plan; if the nature of the asset or the restrictions are unacceptable to the Foundation, the Foundation must consider a timely qualified disclaimer of the bequest. Under no circumstances will the Foundation representatives prepare wills or trust documents for a prospective donor; in all cases, the donor must be represented by appropriate legal, estate planning, or financial counsel.

6. Personal Property, Art and Collections

Because of tax rules surrounding related use of the property and holding period by the Foundation for full fair value deduction, contributions of personal property in general may not be beneficial to both donor and donee. If the Foundation receives notification of a gift of personal property, then acceptance of such items must follow the general guidelines set forth under Real Estate.

7. Insurance Policies/Living Legacy Society

a. General

Because of complex legal and tax rules surrounding the transfer of existing life insurance policies, such transfers may not be beneficial to both donor and donee. Should a donor be interested in using insurance to benefit the Foundation, the Foundation would encourage the consideration of establishing new policies or trusts in which the owner and the irrevocable beneficiary is the Foundation and in which the insured meets the tests of insurable interest. If the Foundation is named as a beneficiary in a decedent's policy, the Foundation should communicate with the decedent's representatives to determine if the decedent had written intentions concerning the Foundation's use of the funds. If appropriate, the donor's wishes should be honored.

b. Donations of Insurance Policies to Delta Sigma Pi Leadership Foundation

This policy is to cover the instances where a donor proposes to transfer legal ownership of an existing ("in-force") life insurance policy on the donor's life, thereby giving the Foundation all rights and privileges of ownership, which may include but not be limited to the rights to change beneficiary designation, borrow against the cash surrender value and obligate the Foundation to make the annual premium payments. (Donors may notify the Foundation of the donor naming the Foundation as beneficiary of an "in-force" policy without transferring legal ownership; such policies may be treated as revocable planned gifts and qualify the donor to be members of the Living Legacy Society; these type policies are not the subject of this general policy statement.)

The Foundation's general policy is to *not* accept existing or "in-force" life insurance policies proposed to be gifted to the Foundation since the Foundation is assuming liabilities not originally contracted for by the Foundation. Exceptions to this general policy are allowed only after a review and recommendation by the Gifts & Solicitations Committee (in consultation with the Finance and Investment committees) and approval by the entire Board.

All proceeds from transferred insurance policies (at maturity or upon cashing in the policy before maturity) will be unrestricted funds and not designated funds. Although a donor may wish proceeds to go for a specific scholarship fund, etc., many changes in Foundation assets, investments, funds, and overall mission could change from date of transfer to date of maturity/cash-in. Exceptions to this policy are allowed only after a review and recommendation for acceptance by the Gifts & Solicitations Committee and approval by the entire Board.

Any acceptance of "in-force" policies must either be self-funding from accumulated dividends or any potential cash liability to the Foundation will be funded from unrestricted funds. In determining potential cash liability, the Foundation should not consider any donor pledges designed to assist in the payment of the premiums.

The Gifts & Solicitations Committee (in consultation with the Finance and Investment committees) should consider the following in making any recommendations to accept an "in-force" policy:

1. Review donor's intentions of Foundation's management of the policy after transfer. Does the donor expect the policy to be held to maturity or does the donor have any concerns about the Foundation cashing in the policy before maturity? (Foundation has full control of the policy after transfer but should be cognizant of donor's intent at date of transfer.)

2. Advise donor that consultation with their own financial counsel about the economic and tax consequences of transferring the policy to the Foundation should be done. (Foundation is not to provide tax or financial advice, but needs to feel comfortable that donor understands the specific impact to donor's economic and tax situation.)

3. Have donor's insurance company provide the Foundation with the status of the policy (In-Force Policy Projections-Guaranteed and Current) to determine the extent of potential cash liability for future premiums. Policy should be able to self-fund or require minimal cash liability for future premiums under reasonable dividend scale assumptions if not self-funding from guaranteed dividend scale. Foundation staff should consider engaging an independent insurance consultant to review such projections on behalf of the Foundation.

Adopted 8/8/04

c. Policies Already Owned by the Leadership Foundation

Policies and procedures concerning life insurance policies already owned by the Leadership Foundation -- and how donors are credited for them – are located in section III.A of this Policy and Procedures Manual.

d. Living Legacy Society

(1) Membership in the Living Legacy Society is bestowed on those designating a minimum gift of $10,000 to the Leadership Foundation through their will, life insurance, or similar method; and providing a signed copy of the statement in item (2) below.

(2) I have named the Delta Sigma Pi Leadership Foundation in my (check all that apply):

_____ (a) will
_____ (b) trust
_____ (c) life insurance policy
_____ (d) other planned gift of $10,000 or more, and hereby qualify for recognition as a member of the Living Legacy Society.

(Optional) _____ I have included the appropriate documentation of my action above.

_____ _____
Signed Dated

Adopted 2/8/04

8. Other Planned Giving Vehicles

This policy statement does not address other non-cash contribution vehicles such as bargain sales, life estates, charitable gift annuities, pooled income funds, charitable remainder trusts, charitable lead trusts, support organizations, etc. These vehicles require substantial set up and administrative costs, significant minimum principal amounts, and fiduciary responsibilities that are beyond the scope of existing staff. Should one of these planned gift opportunities become a possibility, the Trustees should appoint a special committee of Trustees and advisors to the Foundation to negotiate the terms of such a planned gift. In planned giving, the Foundation should encourage the use of irrevocable gift techniques.

9. Endowments and Scholarships

Policies currently exist related to endowments and scholarships, including standard agreements, administration policies, and minimum amounts for establishment.

Adopted 2/1/02

P. ONE-TIME UNDERGRADUATE SCHOLARSHIPS IN MEMORY OF A COLLEGIAN

1. The collegian to be memorialized must have died within 18 months prior to the application deadline for the year in which the scholarship will be presented.
2. The scholarship shall be paid only from gifts designated for that purpose, and all gifts designated for that purpose shall be paid in the same fiscal year.
3. The designated gifts raised must be equal to or greater than $500.
4. The person(s) or chapter proposing the scholarship shall be responsible for soliciting gifts for the scholarship.
5. The person(s) or chapter proposing the scholarship shall be responsible for distributing and encouraging scholarship applications.
6. The application shall be the Foundation's standard application, and the final selection of the recipient shall be made by the Trustees upon recommendation of the Scholarship Committee.
7. The Leadership Foundation annual report that lists scholarship recipients will indicate that the scholarship was given in memory of the deceased brother.
8. There will be no fee for providing this service.

Adopted 2/23/03

Q. SALE OF GOODS AND SERVICES ON BEHALF OF THE FOUNDATION

1. Individuals interested in selling goods and services in an effort to raise money for the Foundation must contact Staff or a Leadership Foundation Trustee prior to the activity. The Executive Committee should be notified of all requests to determine whether approval by the Trustees is required.

2. Any individual selling goods or services in an effort to raise money for the Foundation should ensure that participants understand the implications to donor credit. Below is sample verbiage that should be used to address this issue:

   This sales/fundraising opportunity is not directly sponsored by Delta Sigma Pi Leadership Foundation. Individuals participating in the sales/ fundraiser will not receive donor credit from Delta Sigma Pi Leadership Foundation, rather the individual submitter of the proceeds will receive donor credit and a tax receipt.

II. ENDOWMENTS AND GRANTS

A. NAMED and/or DESIGNATED GIFTS

(See also Section B. Named Fund Agreement Template)

1. General

Named Funds shall be managed in accordance with the Agreement establishing each particular fund, or in the absence of such an Agreement, in accordance with guidelines adopted by the Board of Trustees. Descriptions of each named fund, including permanently restricted, temporarily restricted, and board designated, are included (in detail) in the Leadership Foundation 'Balance Sheet Details- Explanation of Accounts' document. The details

include establishment dates, endowed dates, payout information, selection criteria and parameters, administration fees, etc.

Revised 8/15/03

2. Endowment Requirements

a. Minimum Donations —For individual scholarship and organizational grant/program endowments
   i. Minimum donations of $50,000 are required to establish and name an endowed individual scholarship fund. The initial donation toward establishment of an individual scholarship named fund must be at least $10,000.
   ii. Minimum donations of $30,000 are required to establish and name an endowed organizational grant/program fund. The initial donation toward establishment of an organizational grant/program named fund must be at least $5,000

Revised 8/7/2004; 9/13/14 –increased minimums from $20,000 and $2,000 initial; 3/30/23 – increased individual scholarship minimums.

b. Time Frame to Endow — Donors have five years to fully endow a named fund. The "start date" for the five year window is the earlier of the date of the initial donation or the date the agreement has been signed by both the Donor and the Foundation.

After the designated time period for completing the required level of funding has expired, the Trustees may provide unlimited extensions, but the administration fee will increase to 5% annually until full funding is completed. Named funds meeting less than half of the required level for full-funding will not be provided this option and balances will be transferred into the Foundation's general fund.

Revised 8/7/04; 9/13/14 – decreased to 5 years from initial 6

3. Administrative Fees

Fully endowed Funds, Funds pending endowment, and funds pending a finalized agreement will share a fair portion of the total administrative costs of the Foundation. Those costs charged against the Fund will be determined in accordance with the approved fee schedule identified by the Foundation as applicable to funds of this type. Any costs to the Foundation in accepting, transferring or managing property donated to the Foundation for the Fund will also be paid from the Fund. The current fee, charged at 6/30 annually, is 1.5%.

Revised 11/29/06; 9/13/14; 12/17/14; 1/1/19; 2/18/22

4. Investment Fees

Any fees *directly charged* by the Foundation's investment account manager are recovered by allocating a prorated amount of the fees to all named Funds (pending or endowed) based on Fund fair market value balance at the beginning of the month plus new contributions recorded for the month.

Revised 8/8/04

5. Distributions

a. Distributions from Funds are to be made based on fair market value at June 30 annually or according to individual fund agreement parameters.

b. For those Funds stating "net income" as the basis for determining distributions, net income is defined as: interest, dividends, realized capital gains and losses; less administrative and investment fees.

c. For those Funds noting no award of less than $250 is to be given, any investment income below $250 will be reinvested into the Fund generating it.

d. If the Fund agreement does not dictate any procedures for non-awarded monies, those monies should be reinvested into the respective endowment Fund.

e. The Finance Committee will have a standing charge as a part of the budgeting process to recommend to the Board of Trustees a distribution rate for endowed funds (the "Distribution Rate"). The Finance Committee may base this Distribution Rate on historical returns, expected returns, general market conditions, industry surveys and/or any other information it deems appropriate.

f. The Board will consider the Distribution Rate recommendation at its Annual Meeting. The Board may accept or amend the recommendation, but if it does neither, the previously established Distribution Rate will continue to be used.

g. The Distribution Rate recommendation will be for the following fiscal year. This will give sufficient time (about 12 months) for the Distribution Rate to be incorporated into scholarship information and communicated to donors. The current distribution rate is 4.35%.

Adopted 2/8/04; Revised 2/15/09, 8/6/16, 2/18/22, 1/16/26 with the following schedule noted:

6/30 BASE Fund Value	***Admin Fee Charged to All Funds***	***Grant or Scholarship Payout****
Less than $1M	*1.50%*	*4.25%*
$1M - $1.49M	*1.4%*	*4.35%*
$1.5M – $1.99M	*1.25%*	*4.50%*
$2.0M – $2.49M	*1.00%*	*4.75%*
$2.5M – $2.99M	*0.75%*	*5.00%*
$3.0M and above	*0.50%*	*5.25%*

6. Additional Gifts to Named Funds

Additional donations designated for named Funds are to be credited monthly, with actual transfers of monies to take place monthly as well (in the same or following month, as practical).

7. Investment Income Proration

Investment gains or losses (realized and unrealized) from pooled investments are prorated to named funds on a monthly basis based on actual performance reported by the investment manager.

B. NAMED FUND AGREEMENT TEMPLATE

Model Agreement
approved 12/17/14 – Revised 8/15/2026

DELTA SIGMA PI LEADERSHIP FOUNDATION
_____ FUND

Signed and agreed this ____ day of _____, 20___, _____ ("Initial Donor") hereby gives the assets described on the attached Schedule A. (Schedule of Initial Named Fund Assets and Administrative Fee) to the DELTA SIGMA PI LEADERSHIP FOUNDATION ("Foundation"), an Ohio not for profit corporation, to be held by such of the Trustees of the Foundation as are from time to time acting ("Trustees"), in a separate fund to be known as the **"_____ FUND"** ("Fund"), which shall be administered, governed and used by the Trustees as provided in this instrument and attached schedules. Title to all assets now and hereafter received by the Foundation to be held as a part of this Fund, whether by gift, purchase or otherwise, shall be taken in the name of the Foundation. Additional gifts may hereafter be made by any donors to the Foundation to be added to this Fund, and it is the Initial Donor's hope that such additional gifts will be made.

ARTICLE I

1.1 Distributions from Fund (for individual scholarships). When the aggregate amount of contributions to the individual scholarship Fund reaches or exceeds **$50,000**, the individual scholarship Fund shall be considered endowed. Until such time, no scholarships or other awards from the Fund shall be made; however, the administration and investment fees then in effect as determined by the Trustees -- or as otherwise stated in the attached Schedule A -- shall be paid from the Fund on a basis and schedule as determined by the Trustees.

OR

Distributions from Fund (for organizational grants/programs). When the aggregate amount of contributions to the organizational grant/program Fund reaches or exceeds **$30,000**, the grant Fund shall be considered endowed. Until such time, no grants or other awards from the Fund shall be made; however, the administration and investment fees then in effect as determined by the Trustees -- or as otherwise stated in the attached Schedule A -- shall be paid from the Fund on a basis and schedule as determined by the Trustees.

a. No distributions are to be made to recipients until the Fund reaches endowment status.

b. Funds must reach endowment status via contributions, not reinvestment of income within the Fund.

c. Once the Fund reaches endowment status via contributions, it is irrelevant if market fluctuations or distributions later cause it to drop below its original endowment amount.

d. Income from a Fund pending endowment (in excess of any administration and/or investment fees) may either be reinvested in the Fund or used by the Foundation for other purposes at the sole discretion of the Trustees.

1.2 Nature of Distributions. Grants, scholarships and/or other qualified distributions as stated in Schedule B. (Named Fund Selection and Distribution Criteria) shall be awarded once per Foundation fiscal year, in a **total amount not to exceed approximately six percent (6%) of the fair market value** of the Fund, on a date to be determined by the Trustees. The percentage distributed shall be at the sole discretion of the Trustees in fulfilling their fiduciary responsibilities.

1.3 Selection of Recipients. The Trustees shall ensure the selection of recipients of funds described above from among qualifying students enrolled in a university, college or other institution of higher learning or as outlined in Schedule B of this agreement. In pursuance thereof, and subject to the approval of the Trustees, Initial Donor may establish guidelines to assist in the selection of proposed recipients and determination of proposed award amounts; and establish procedures to be followed in selecting such proposed recipients, determining the proposed amount of each award, and recommending such recipients and amounts to the Trustees. The Trustees shall consider the proposed amount recommended for each recipient, and such recommendations shall be acted upon by the Trustees, favorably or unfavorably, as the Trustees in their sole discretion shall determine. Initial Donor guidelines for such selection and amounts (if any) are stated in Schedule B, attached.

1.4 Five Year Window to Endow Fund. In the event that accumulated contributions to the Fund are less than **$30,000** for organizational grant/program Funds or **$50,000** for individual scholarship Funds on that date which is 5 years following the earlier of: a) date which this instrument bears; or b) the date of the initial donation, this instrument shall terminate and all of the then principal and undistributed income of the Fund may be added to and become a part of the General Fund of the Foundation, at the sole discretion of the Trustees.

ARTICLE II

2.1 Investments. The Trustees shall hold, manage, lease, care for and protect this Fund and collect the income therefrom all in accordance with their best judgment and discretion. Title to all property acquired by the Trustees by purchase or otherwise shall be taken in the name of the Foundation. The Trustees may invest such part of the Fund as may from time to time be converted into cash in notes, bonds, stocks, mutual funds, common trust funds, real estate mortgages, real estate or improvements thereon, or in any other income-producing property or securities, real or personal; and may make joint investments for any two or more Funds of the Foundation, including said Fund, allocating to each of such funds a proportionately undivided interest in such investments and dividing the income proportionately among them.

2.2 Conveyances. The Trustees shall have full power to sell and convey any and all of said Fund property, and any reinvestment thereof, from time to time, for such prices and upon such terms as they shall see fit, and no purchaser or other person dealing with the Trustees shall be obliged to see to the application of the purchase money or be charged with any duty to inquire into the powers of the Trustees or the honesty or propriety of their action.

2.3 Reorganizations. The Trustees may exchange any property in the Fund for other property, and may deposit any securities held by them with or under the direction of any committee formed to protect said securities, and may consent to and carry out any reorganization, consolidation or merger approved by them or by such committee, and may pay any expenses or assessments in connection with such deposit, or may exercise conversion and subscription rights and hold any property received pursuant to any such exchange, deposit, conversion or subscription as assets of the Fund.

2.4 Real Estate. In the event the Trustees shall acquire title to real estate, by foreclosure or otherwise, they may hold, lease, rent, repair, maintain, operate and manage the same in all respects as they may deem for the best interest of the Fund. Any leases they make may commence at the time of making the same or on a future day, and may be for such period of time as the Trustees think best, not exceeding 999 years.

2.5 Allocation of Income. The Trustees shall have the power to determine how all receipts and disbursements shall be credited, charged or apportioned as between income and principal, and the decision of the Trustees shall be final.

2.6 Expenses and Compensation. The Foundation shall be reimbursed out of the Fund for all reasonable expenses incurred in its management and protection, including the fees of any investment counsel whom the Trustees may deem it advisable to employ; and the Foundation shall receive compensation for services in that percentage of the then fair market value of the Fund principal (including net income added thereto) **annually on June 30** as shall be determined from time to time by the Trustees. The Trustees shall notify the Donor and/or their representatives of any change in the amount of such percentage in a timely fashion.

2.7 Accounting. The Trustees shall annually provide the Initial Donor and/or their representatives with a statement setting forth the income and disbursements of the Fund for the immediately preceding 12-month period and the current fair market value of the Fund.

2.8 Interpretation. Any questions arising under this Fund shall be determined in accordance with the laws of the State of Ohio.

ARTICLE III

3.1 Amendment and Termination. If the uses of the Fund described in this instrument become impracticable (for example, if a designated chapter loses its Delta Sigma Pi charter); the Trustees may amend any or all of the provisions of this instrument and its related schedules. The Trustees may also terminate the Fund: 1) With the written consent of the Donor or 2) if there is no reasonable way to conform with the restriction the Foundation shall make a grant of the endowed amount to another organization that can satisfy the restriction or 3) submit the matter into Court or binding arbitration to have the restriction eliminated

or 4) submission to one or more impartial persons for a final and binding decision. Notwithstanding the foregoing sentence, however, any such amendment must comply with the Foundation's purposes as set forth in its Articles of Incorporation and in the Code of Regulations of the Delta Sigma Pi Leadership Foundation; and, if at any time this Fund is terminated, all assets in such Fund at the time of termination must be used by the Trustees for such purposes, except as provided by this paragraph.

THE TRUSTEES OF THE DELTA SIGMA PI LEADERSHIP FOUNDATION, on behalf of the Foundation, acknowledge receipt of the gift(s) described on the attached Schedule A., and acknowledge acceptance of this Fund, pending its complete endowment within the stated term.

_____	_____
Donor Signature	Executive Vice President Leadership Foundation Signature
_____	_____
Donor (Print or Type)	Executive Vice President (Print or Type)

DELTA SIGMA PI LEADERSHIP FOUNDATION

Schedule A. Initial Named Fund Assets and Administrative Fee

_____ Fund _____ Date

I. The initial contribution to this Fund (which must be at least $5,000 for organizational grant/program funds OR $10,000 for individual scholarship Funds) is as follows: _____

_____

II. The initial Administrative Fee charged to the Fund is 1.5% of the Fund's fair market value determined and paid to Foundation from Fund annually at June 30. It is understood the Trustees may change this amount from time to time as circumstances warrant, in their sole discretion.

III. It is understood the individual scholarship Fund must reach **$50,000** in contributions within 5 years of _____ or it may be terminated and the funds diverted to other legitimate uses at the sole discretion of the Trustees.

OR

It is understood the organizational grant/program Fund must reach **$30,000** in contributions within 5 years of _____or it may be terminated and the funds diverted to other legitimate uses at the sole discretion of the Trustees.

_____ _____

Donor Signature Executive Vice President Leadership Foundation Signature

_____ _____

Donor (Print or Type) Executive Vice President (Print or Type)

DELTA SIGMA PI LEADERSHIP FOUNDATION

Schedule B. Named Fund Selection and Distribution Criteria

_____ Fund _____ Date

The initial awards from this Fund will be made no sooner than 12 months following the date the Fund reaches endowment status. Earlier awards may be made at the discretion of the Trustees if circumstances so warrant; or as outlined by Donor below.

Educational grants, awards and/or scholarships are to be made from this Fund in the following ways for the following uses:
_____

_____

_____

_____

_____

For reference only, note that many such awards are determined as follows:

- Applications for grants to educational programs and/or scholarships are available on the national Delta Sigma Pi website by February 15 (www.dsp.org).
- Applications are due to the Central Office by June 1 (or as timely related to respective programs).
- All submitted, completed applications are forwarded to a Selection Committee, as appointed by the Board of Trustees, for review and evaluation.
- Selection Committee recommends recipient(s) to the Board of Trustees for approval.
- Grant and scholarship recipients are notified by September 30 and receive funds upon proper verification of attendance, enrollment or other relevant criteria.

_____ _____

Donor Signature Executive Vice President Leadership Foundation Signature

_____ _____

Donor (Print or Type) Executive Vice President (Print or Type)

C. GRANTS

1. Grant Procedures

a. Grant prioritization requests are submitted to the Foundation Board of Trustees for review and approval. Grant Prioritization Requests include a rough budget and proposed program detail.

b. The Board of Trustees reviews the prioritization request and determines the amount available for grants.

c. Upon approval of budget funding by the Board of Trustees, grant proposals will be drawn by grantee. Grant proposals will follow a standardized Foundation Grant Agreement format.

d. The Executive Vice President reviews the grant proposal and sends to the Scholarship & Grant Committee for approval. If approved, a grant agreement will be prepared and issued by the accounting staff after July 1 of the fiscal year in which the grant will be earned and paid. The grant agreement should be signed and dated by both the Executive Vice President and the grantee's Executive Director, with copies to the respective finance staff.

e. At the time the agreement is executed, as well as upon approval by the Board of Trustees earlier, there are no accounting entries made by either entity.

f. Upon culmination of the sponsored event or purchase of educational materials, etc., the grantee will provide a formal grant disbursement request that certifies the information contained in the original grant request and that all required documentation is available upon request of the Foundation.

g. Once the Scholarship & Grant Committee Chair and Executive Vice President are satisfied as to the completion of the program and to the access of acceptable documentation, the Executive Vice President will authorize grant payment to the grantee and authorize issuance of a check within the designated timeframe.

h. If any member of the Scholarship & Grant Committee is a board member, officer or employee of the grantee, they may not be a part of any votes pertaining to that specific grant. Any approval or authorization requires a majority vote of the committee.

Revised 8/15/03, 8/8/04, 5/7/19, 2/18/22

2. Delta Sigma Pi Fraternity Grant Template

DELTA SIGMA PI LEADERSHIP FOUNDATION – DELTA SIGMA PI FRATERNITY
GRANT AGREEMENT

The Delta Sigma Pi Leadership Foundation (hereinafter "Foundation") agrees to make, within two years after the date of this Agreement shown below, a grant not to exceed _____ (hereinafter the "grant") to Delta Sigma Pi Fraternity (hereinafter "Fraternity"), the grant being subject to the following express conditions:

1. The grant shall be used by the Fraternity exclusively to fund expenses directly attributable or allocable to the activities specified in item 2 below, such expenses to include all direct expenses and a reasonable allocable share of general and administrative costs connected with such activities. The grant shall be used within two years of the date of this Agreement shown below.

2. The grant shall be used for the following particular educational, scientific or charitable purpose or purposes which must be from among those set forth in Exhibit A attached hereto and made a part hereof:

_____

_____

_____

3. The Fraternity has, in Exhibit B, attached hereto and made a part hereof, (a) set a definite budget for each activity specified in item 2 above, (b) established definite plans for accomplishing each activity, and (c) developed a workable system of isolating the expenses associated with each such activity.

4. The Fraternity shall submit all expenses of the program or activity to the Foundation for approval prior to the Foundation disbursing any funds from the grant. Such reports of expenses shall be substantially in the form attached as Exhibit C.

DELTA SIGMA PI LEADERSHIP FOUNDATION	DELTA SIGMA PI FRATERNITY
By _____	By _____
Title Leadership Foundation Executive Vice President	Title Fraternity Executive Director

Date of this Agreement: _____

EXHIBIT A
DELTA SIGMA PI LEADERSHIP FOUNDATION – DELTA SIGMA PI FRATERNITY
GRANT PROGRAM

The conduct of individual and group counseling to chapter members and the training of individuals to do such counseling. Group counseling includes workshops and lectures on leadership and development, assertiveness training, understanding the free enterprise system, achievement of high scholastic attainment, citizenship, career development, alcohol and drug abuse prevention and advanced leadership training for selected individuals. Individual counseling includes one-on-one sessions with selected undergraduate chapter members of the Fraternity regarding leadership opportunities and scholarship and study techniques, and in addition each consultant should be available to advise any chapter member seeking individualized counseling regarding educational opportunities and problems.

The conduct of educational activities in the Fraternity. Such activities include the conduct of workshops and seminars in the areas of scholarship, management, leadership, career opportunities, drug and alcohol abuse and similar subjects. Such activities also include reports of various committees on scholarship, charitable and educational endeavors and similar subjects, and rap sessions.

The conduct of charitable and philanthropic activities. Such activities include the conduct of scientific research for the advancement of education and the publication of findings related to such research, the recognition of high scholastic achievement and awards related to such recognition and the acquisition of historical material for the advancement of education and the maintenance of an archives for such materials.

EXHIBIT B
DELTA SIGMA PI LEADERSHIP FOUNDATION – DELTA SIGMA PI FRATERNITY
GRANT PROGRAM

List each specific activity to be conducted.

Describe plans for accomplishing each activity.

Describe, and list the amount of, each budgeted expense with respect to each activity. With respect to any allocated general and administrative costs, describe briefly the system for such allocation.

_____ Date: _____
Leadership Foundation Executive Vice President

_____ Date: _____
Fraternity Executive Director

EXHIBIT C
DELTA SIGMA PI FRATERNITY
REPORT REGARDING THE _____ GRANT FROM
THE DELTA SIGMA PI LEADERSHIP FOUNDATION

List Original Amount Approved for the Grant.

List Detailed Expenditures Made For the Grant Program.

_____ Date: _____
Fraternity Executive Director

D. CHAPTER LEADERSHIP FUNDS

1. **Chapter Leadership Funds.** The Delta Sigma Pi Leadership Foundation (the "Foundation") shall create and administer a separate Chapter Leadership Fund (a "CLF") for the educational or charitable benefit of an individual chapter of Delta Sigma Pi (a "Chapter"). Contributions by donors to the Foundation may be designated for a specific CLF. Gifts to a CLF are tax-deductible (as allowable by law) for the donor and will be included in the donor's annual and lifetime giving records.

2. **Name of Fund.** The name of a CLF shall be the chapter's Greek letter designation, followed by the short school name in parentheticals, followed by the words Leadership Fund.

3. **Purpose.** Under any and all circumstances, the principal and income of a CLF must be used exclusively for charitable and educational purposes. The primary purpose of a CLF shall be to provide grants for members of a Chapter to cover costs associated with educational and leadership development programs of the Delta Sigma Pi Fraternity, including but not limited to: Presidents' Academy, LEAD Provincial Conferences, LEAD Schools and Grand Chapter Congress. In the case that one or more of the supported Fraternity educational programs cease to exist, a CLF may be used by the specific chapter for any other educational program authorized by the Fraternity. Additionally, grants may be provided to cover costs associated with chapters or chapter members sponsoring or attending educational or professional/personal development speakers and/or workshops, conferences or similar events (including field trips to businesses that include significant elements of educational presentations, tours, etc.)

4. **Gifts.** Subject to the right of the Foundation to reject any particular gift, any individual, corporation, trust, estate or organization may make gifts to the Foundation for the purposes of a CLF. All contributions to a CLF should be made directly to the Foundation noting the designated Chapter. Contributions should not be made to the Delta Sigma Pi Fraternity or the individual Chapter. All contributions become the exclusive property of the Foundation to be used, in the Foundation's sole discretion, for educational or charitable purposes for the specified chapter. All gifts, bequests and devises to a CLF shall be irrevocable once accepted by the Foundation.

5. **Distribution.** To request a distribution from a CLF, the Chapter must make an official request to the Foundation. The request must contain adequate and sufficient information in order for the Foundation to determine whether the distribution is for educational or charitable purposes. If the Foundation determines, in its sole discretion, that the distribution would be for educational or charitable purposes, the Foundation will distribute the requested funds to the appropriate provider of education, Chapter, or paid to the Fraternity in the form of an educational grant to the Chapter.

6. **Investment of Funds**. The Foundation shall invest and reinvest the assets of a CLF in a manner consistent with sound and prudent investment practices, and in such a way as to produce a reasonable total annual return. A CLF may be commingled with other Foundation funds, including other CLFs, for investment purposes.

7. **Accounting.** The receipts and disbursements of a CLF shall be accounted for separately and apart from those of other gifts to the Foundation. The Foundation will provide financial reports to the Chapter.

8. **Costs of the Fund.** A CLF shall share a fair portion of the total administrative costs of the Foundation. Those costs annually charged against a CLF shall be determined in accordance with the approved fee schedule identified by the Foundation as applicable to funds of this type. Any costs to the Foundation in accepting, transferring or managing property donated to the Foundation for a CLF shall also be paid from the CLF.

9. **Not a Separate Trust.** A CLF shall be a component part of the Foundation. All money and property in a CLF shall be held as general assets of the Foundation and not segregated as a separate trust. The Foundation shall have the ultimate authority and control over all property in a CLF, and the income derived therefrom, in accordance with the terms of this Policy and the Code of Regulations of the Foundation and the Policies and Procedures of the Foundation as from time to time amended.

10. **Chapter Leadership Endowment Funds.** At the time that a CLF has more than $40,000 at the end of a fiscal year, the Foundation will evaluate establishing an endowment fund on behalf of the Chapter in the amount of $30,000, leaving at least $10,000 in the CLF. These endowment funds shall be named Chapter Leadership Endowment Funds and are governed by the Chapter Leadership Endowment Funds Policy. An exception can be

made if a donor, or group of donors, provide a large donation to a CLF which is reasonably expected to be paid out within 12 months, but would cross over the fiscal year-end date.

11. **Fund Owner.** The Fund Owner for a CLF will be the Board of Trustees of the Delta Sigma Pi Leadership Foundation. The administrator of the funds will be the Executive Vice President, acting on behalf of the Board of Trustees.

12. **Governance.** A CLF shall be entirely subject to the rules, regulation and policies adopted by the Board of Trustees of the Foundation, the Code of Regulations of the Foundation as from time to time amended, and the requirements of Section 501(c)(3) of the Internal Revenue Code.

13. **Chapter Closures.** If a Chapter ceases to exist, the Foundation shall keep the CLF active for one year. During this period, the Fraternity may request distribution from the available CLF balance to cover any open chapter invoices that would otherwise be a qualified grantable expense. No additional funds will be disbursed and all interest will be kept in the fund, other than approved administrative fees. If a chapter is not scheduled to be re-opened within one year, the Board of Trustees should take action in some form, including but not limited to:
    a. Assets of a CLF revert to the chapter's Chapter Leadership Endowment Fund.
    b. Assets of a CLF revert to an existing endowment supporting the chapter.
    c. Assets of a CLF revert to General/Deltasig Fund.
    d. Assets of a CLF revert to a General Endowment Fund.

    Adopted 9/18; Amended 9/20, 2/18/22, 1/23/23, 8/24/24

14. **Reimbursement from Chapter Grant Endowments.** Chapters with a grant endowment may also have grant funding paid to their respective Chapter Leadership Fund (CLF) to reimburse eligible expenses paid by the CLF during the grantable period.
    Adopted 3/25

E. CHAPTER LEADERSHIP ENDOWMENT FUNDS

1. **Chapter Leadership Endowment Funds.** The Delta Sigma Pi Leadership Foundation (the "Foundation") shall create and administer a separate Chapter Leadership Endowment Fund (a "CLEF") for the educational or charitable benefit of an individual chapter of Delta Sigma Pi (a "Chapter") upon meeting specific criteria outlined in this Policy. A CLEF is a charitable endowment held within the Foundation.

2. **Name of Fund.** The name of a CLEF shall be the chapter's Greek letter designation, followed by the short school name in parentheticals, followed by the words Leadership Endowment Fund.

3. **Establishment of Fund.** At the time that a Chapter Leadership Fund has more than $40,000 at the end of a fiscal year, the Foundation will evaluate establishing an endowment fund on behalf of the Chapter in the amount of $30,000, leaving at least $10,000 in the Chapter Leadership Fund.

4. **Purpose.** Under any and all circumstances, the principal and income of a CLEF must be used exclusively for charitable and educational purposes. The primary purpose of a CLEF shall be to provide grants for members of a Chapter to cover costs associated with educational and leadership development programs of the Delta Sigma Pi Leadership Foundation, including but not limited to: Presidents' Academy, LEAD Provincial Conferences, LEAD Schools and Grand Chapter Congress. In the case that one or more of the supported Fraternity educational programs cease to exist, a CLEF may be used by the specific chapter for any other educational program authorized by the Fraternity. Additionally, grants may be provided to cover costs associated with chapters or chapter members sponsoring or attending educational or professional/personal development speakers and/or workshops, conferences or similar events (including field trips to businesses that include significant elements of educational presentations, tours, etc.)

5. **Transfers from Chapter Leadership Funds.** When the amount of a Chapter Leadership Fund is more than $20,000 at the end of the fiscal year, all funds above the $20,000 threshold will be evaluated in order to determine if transferring the excess funds into the corresponding CLEF is the best course of action.

6. **Gifts.** Subject to the right of the Foundation to reject any particular gift, any individual, corporation, trust, estate or organization may make gifts to the Foundation for the purposes of a CLEF. All contributions to a CLEF should be made directly to the Foundation noting the designated Chapter. Contributions should not be made to the Delta Sigma Pi Fraternity or the individual Chapter. All contributions become the exclusive property of the Foundation to be used, in the Foundation's sole discretion, for educational or charitable purposes for the specified chapter. All gifts, bequests and devises to a CLEF shall be irrevocable once accepted by the Foundation.

7. **Distribution.** Once a CLEF has been established, the CLEF shall provide an annual disbursement to the corresponding Chapter Leadership Fund in accordance with the Foundation's approved spending policy at the end of each fiscal year.

8. **Investment of Funds.** The Foundation shall invest and reinvest the assets of a CLEF in a manner consistent with sound and prudent investment practices, and in such a way as to produce a reasonable total annual return. A CLEF may be commingled with other Foundation funds for investment purposes.

9. **Accounting.** The receipts and disbursements of a CLEF shall be accounted for separately and apart from those of other gifts to the Foundation. The Foundation will provide financial reports to the Chapter.

10. **Costs of the Fund.** A CLEF shall share a fair portion of the total administrative costs of the Foundation. Those costs annually charged against a CLEF shall be determined in accordance with the approved fee schedule identified by the Foundation as applicable to funds of this type. Any costs to the Foundation in accepting, transferring or managing property donated to the Foundation for a CLEF shall also be paid from the CLEF.

11. **Not a Separate Trust.** A CLEF shall be a component part of the Foundation. All money and property in a CLEF shall be held as general assets of the Foundation and not segregated as a separate trust. The Foundation shall have the ultimate authority and control over all property in a CLEF, and the income derived therefrom, in accordance with the terms of this Policy and the Code of Regulations of the Foundation and the Policies and Procedures of the Foundation as from time to time amended.

12. **Fund Owner.** The Fund Owner for a CLEF will be the Board of Trustees of the Delta Sigma Pi Leadership Foundation. The administrator of the funds will be the Executive Vice President, acting on behalf of the Board of Trustees.

13. **Governance.** A CLEF shall be entirely subject to the rules, regulation and policies adopted by the Board of Trustees of the Foundation, the Code of Regulations of the Foundation as from time to time amended, and the requirements of Section 501(c)(3) of the Internal Revenue Code.

14. **Chapter Closures.** If a Chapter ceases to exist, the Foundation shall make annual disbursements in accordance with the Foundation's approved spending policy at the end of each fiscal year to support the annual grant the Foundation provides to the Delta Sigma Pi Fraternity. At the time the Chapter reopens, the annual disbursements will, again, be made to the corresponding Chapter Leadership Fund.

Adopted 9/18; Amended 9/20, 2/18/22

F. PRESIDENTS' ACADEMY FUND

1. **Presidents' Academy Fund.** The Delta Sigma Pi Leadership Foundation (the "Foundation") shall create and administer a separate Presidents' Academy Fund (the "Fund") to support Delta Sigma Pi's Presidents' Academy. Contributions by donors to the Foundation may be designated for the Fund. Gifts to the Fund are tax-deductible (as allowable by law) for the donor and will be included in the donor's annual and lifetime giving records.

2. **Name of Fund.** The name of the Fund shall be the Presidents' Academy Fund.

3. **Purpose.** The purpose of the Fund shall be to provide an annual grant to the Delta Sigma Pi Fraternity to support the educational components of Presidents' Academy.

4. **Gifts.** Subject to the right of the Foundation to reject any particular gift, any individual, corporation, trust, estate or organization may make gifts to the Foundation for the purposes of the Fund. All contributions become the exclusive property of the Foundation to be used. All gifts, bequests and devises to the Fund shall be irrevocable once accepted by the Foundation.

5. **Distribution.** Distributions from the Fund shall be made annually on or near July 1, as long as there are sufficient funds available. The amount of the annual distribution shall be determined by the Board of Trustees, utilizing the annual Fraternity Grant Agreement as a guide.

6. **Investment of Funds.** The Foundation shall invest and reinvest the assets of the Fund in a manner consistent with sound and prudent investment practices, and in such a way as to produce a reasonable total annual return. The Fund may be commingled with other Foundation funds for investment purposes.

7. **Accounting.** The receipts and disbursements of the Fund shall be accounted for separately and apart from those of other gifts to the Foundation.

8. **Costs of the Fund.** The Fund shall share a fair portion of the total administrative costs of the Foundation. Those costs annually charged against the Fund shall be determined in accordance with the approved fee schedule identified by the Foundation as applicable to funds of this type. Any costs to the Foundation in accepting, transferring or managing property donated to the Foundation for the Fund shall also be paid from the Fund.

9. **Not a Separate Trust.** The Fund shall be a component part of the Foundation. All money and property in the Fund shall be held as general assets of the Foundation and not segregated as a separate trust. The Foundation shall have the ultimate authority and control over all property in the Fund, and the income derived therefrom, in accordance with the terms of this Policy and the Code of Regulations of the Foundation and the Policies and Procedures of the Foundation as from time to time amended.

10. **Fund Owner.** The Fund Owner for the Fund will be the Board of Trustees of the Delta Sigma Pi Leadership Foundation. The administrator of the funds will be the Executive Vice President, acting on behalf of the Board of Trustees.

11. **Governance.** The Fund shall be entirely subject to the rules, regulation and policies adopted by the Board of Trustees of the Foundation, the Code of Regulations of the Foundation as from time to time amended, and the requirements of Section 501(c)(3) of the Internal Revenue Code.

12. **Continuity of Purpose.** The Fund will continue so long as the purpose of the fund can be served by its continuation and the Presidents' Academy is being executed. If at any time the Executive Vice President certifies to the Board of Trustees that the purpose outlined in this Policy has become unnecessary, incapable of fulfillment, or inconsistent with the needs of the Presidents' Academy or the purposes and functions of the Foundation, the Fund may be used for such other purpose or purposes as may be designated in the good faith opinion of the Board of Trustees.

Adopted 9/18

G. LEAD FUND

1. **LEAD Fund.** The Delta Sigma Pi Leadership Foundation (the "Foundation") shall create and administer a separate LEAD Fund (the "Fund") to support Delta Sigma Pi's educational and leadership development programs such as LEAD Provincial Conferences, LEAD Schools and Grand Chapter Congress. Contributions by donors to the Foundation may be designated for the Fund. Gifts to the Fund are tax-deductible (as allowable by law) for the donor and will be included in the donor's annual and lifetime giving records.

2. **Name of Fund.** The name of the Fund shall be the LEAD Fund.

3. **Purpose.** The purpose of the Fund shall be to provide annual grants to the Delta Sigma Pi Fraternity to support LEAD Provincial Conferences, LEAD Schools, educational components of Grand Chapter Congress and any successor educational and leadership development programs.

4. **Gifts.** Subject to the right of the Foundation to reject any particular gift, any individual, corporation, trust, estate or organization may make gifts to the Foundation for the purposes of the Fund. All contributions become the exclusive property of the Foundation to be used. All gifts, bequests and devises to the Fund shall be irrevocable once accepted by the Foundation.

5. **Distribution.** Distributions from the Fund shall be made annually on or near July 1, as long as there are sufficient funds available. The amount of the annual distribution shall be determined by the Board of Trustees, utilizing the annual Fraternity Grant Agreement as a guide.

6. **Investment of Funds.** The Foundation shall invest and reinvest the assets of the Fund in a manner consistent with sound and prudent investment practices, and in such a way as to produce a reasonable total annual return. The Fund may be commingled with other Foundation funds for investment purposes.

7. **Accounting.** The receipts and disbursements of the Fund shall be accounted for separately and apart from those of other gifts to the Foundation.

8. **Costs of the Fund.** The Fund shall share a fair portion of the total administrative costs of the Foundation. Those costs annually charged against the Fund shall be determined in accordance with the approved fee schedule identified by the Foundation as applicable to funds of this type. Any costs to the Foundation in accepting, transferring or managing property donated to the Foundation for the Fund shall also be paid from the Fund.

9. **Not a Separate Trust.** The Fund shall be a component part of the Foundation. All money and property in the Fund shall be held as general assets of the Foundation and not segregated as a separate trust. The Foundation shall have the ultimate authority and control over all property in the Fund, and the income derived therefrom, in accordance with the terms of this Policy and the Code of Regulations of the Foundation and the Policies and Procedures of the Foundation as from time to time amended.

10. **Fund Owner.** The Fund Owner for the Fund will be the Board of Trustees of the Delta Sigma Pi Leadership Foundation. The administrator of the funds will be the Executive Vice President, acting on behalf of the Board of Trustees.

11. **Governance.** The Fund shall be entirely subject to the rules, regulation and policies adopted by the Board of Trustees of the Foundation, the Code of Regulations of the Foundation as from time to time amended, and the requirements of Section 501(c)(3) of the Internal Revenue Code.

12. **Continuity of Purpose.** The Fund will continue so long as the purpose of the fund can be served by its continuation. If at any time the Executive Vice President certifies to the Board of Trustees that the purpose outlined in this Policy has become unnecessary, incapable of fulfillment, or inconsistent with the needs of the Delta Sigma Pi Fraternity or the purposes and functions of the Foundation, the Fund may be used for such other purpose or purposes as may be designated in the good faith opinion of the Board of Trustees.

Adopted 9/18

H. DIVERSITY, EQUITY & INCLUSION EDUCATION FUND

1. **Diversity, Equity & Inclusion Education Fund.** The Delta Sigma Pi Leadership Foundation (the "Foundation") will create and administer a separate Diversity, Equity & Inclusion Education Fund (the "Fund") to support Delta Sigma Pi's educational efforts, programs and initiatives directly related to diversity, equity and inclusion. Contributions by donors to the Foundation may be designated for the Fund. Gifts to the Fund are tax-deductible (as allowable by law) for the donor and will be included in the donor's annual and lifetime giving records.

2. **Name of Fund.** The name of the Fund is the Diversity, Equity & Inclusion Education Fund.

3. **Purpose.** The purpose of the Fund is to provide educational grants to the Delta Sigma Pi Fraternity to support educational efforts, programs and initiatives directly related to diversity, equity and inclusion.

4. **Gifts.** Subject to the right of the Foundation to reject any particular gift, any individual, corporation, trust, estate or organization may make gifts to the Foundation for the purposes of the Fund. All contributions become the exclusive property of the Foundation to be used. All gifts, bequests and devises to the Fund are irrevocable once accepted by the Foundation.

5. **Distribution.** To request distributions from the Fund, the Delta Sigma Pi Fraternity must make an official request to the Foundation. The request must contain adequate and sufficient information in order for the Foundation to determine whether the distribution is for educational or charitable purposes. If the Foundation determines, in its sole discretion, that the distribution would be for educational or charitable purposes, the Foundation will distribute the requested Funds to the Delta Sigma Pi Fraternity, as long as there are sufficient funds available. Distributions from the Fund cannot be made to chapters.

6. **Investment of Funds.** The Foundation will invest and reinvest the assets of the Fund in a manner consistent with sound and prudent investment practices, and in such a way as to produce a reasonable total annual return. The Fund may be commingled with other Foundation funds for investment purposes.

7. **Accounting.** The receipts and disbursements of the Fund are accounted for separately and apart from those of other gifts to the Foundation.

8. **Costs of the Fund.** The Fund shares a fair portion of the total administrative costs of the Foundation. Those costs annually charged against the Fund are determined in accordance with the approved fee schedule identified by the Foundation as applicable to Funds of this type. Any costs to the Foundation in accepting, transferring or managing property donated to the Foundation for the Fund will be paid from the Fund.

9. **Not a Separate Trust.** The Fund is a component part of the Foundation. All money and property in the Fund are held as general assets of the Foundation and not segregated as a separate trust. The Foundation has the ultimate authority and control over all property in the Fund, and the income derived therefrom, in accordance with the terms of this Policy, the Code of Regulations and the Policies and Procedures, as from time to time amended.

10. **Fund Owner.** The fund owner for the Fund is the Board of Trustees. The administrator of the Funds is the Executive Vice President, acting on behalf of the Board of Trustees.

11. **Governance.** The Fund is entirely subject to the rules, regulations and policies adopted by the Board of Trustees, the Code of Regulations, as from time to time amended, and the requirements of section 501(c)(3) of the Internal Revenue Code.

12. **Continuity of Purpose.** The Fund will continue so long as the purpose of the Fund can be served by its continuation. If at any time the Executive Vice President certifies to the Board of Trustees that the purpose outlined in this Policy has become unnecessary, incapable of fulfillment, or inconsistent with the needs of the Delta Sigma Pi Fraternity or the purposes and functions of the Foundation, the Fund may be used for such other purpose or purposes as may be designated in the good faith opinion of the Board of Trustees.

Adopted 7/20

III. OPERATIONAL PROCEDURES

A. PROCESSING GIFTS

1. Receipting

a. Donor credit will be given to the individual who tenders a contribution to the Foundation and a proper tax receipt will be issued to the donor as described below. The donor's record will reflect a hard credit in the amount of the donation and their giving level will be adjusted accordingly. Donations may be given with a designation to be in honor or memory of individuals or events, but no hard or soft credit will be given to the honoree and no adjustment will be made regarding giving level of honoree.

Adopted 3/15/06

b. Only those gifts received in the amount of greater than $10 will be issued a gift receipt. Receipts for amounts less than or equal to $10 will be provided upon request either at the time of donation or at a later date in the same method provided for larger donations. Receipts will include the following information:

SAVE THIS RECEIPT FOR YOUR TAX RECORDS
This contribution is deductible to the full extent allowable by law. No goods or services have been received in exchange. Your gift to the Delta Sigma Pi Leadership Foundation is gratefully acknowledged and deeply appreciated.

- Amount given
- Check number/Credit card type
- Date of check/charge
- Current giving level

c. Donor Credit for Third Party Donations – Donor gifts made through Facebook, Network for Good, and other third party fundraising entities to the Leadership Foundation will be credited to the donor record for the full amount of donation – not just the amount received by the Leadership Foundation (where processing and service fees have been deducted by the third party entity).

Revised 8/06, 2/12

2. Gifts of Securities

a. General Purpose — As the Foundation increases the frequency of gifts of stock and equities, clarification of stock receipt and sale of said stock is needed for the efficient and effective administration of the Foundation.

b. Liquidation Upon Receipt — After marketable securities have been accepted without restriction by the Foundation under the policies set forth in the Policy on Acceptance of Non-Cash Contributions, such securities are to be liquidated and the proceeds or shares transferred to the investment manager as soon as possible but not later than 30 days after receipt.

i. Per Trustee action in 9/13 (LF13-13), Dozier Oil Interests are excepted from this liquidation policy. These interests may be held indefinitely, until the Trustees vote to sell the interests or otherwise rescind this exception.

Adopted 8/00; Revised 8/02

3. Automatic Periodic Payments (APP)

APPs are limited to a minimum of $10 per transaction per month or $25 per transaction per quarter.

Adopted 2/04; Revised 8/12

4. Pledge Acceptance Policy

The Delta Sigma Pi Leadership Foundation (the "Foundation") has the option to accept multiyear pledges for major gifts. A pledge is a commitment to give a specific dollar amount within a specified period of time, generally over a span of years. A pledge is defined as an unconditional promise to give cash or other assets.

a. **Pledge Qualifications.** The minimum dollar amount for Foundation recording of individual pledges is $5,000. Pledges are based on individual giving, however individuals who are documented with Delta Sigma Pi as spouses may set-up a combined pledge with a $10,000 minimum. The maximum lifespan of pledges may not exceed five years. If a donor seeks to extend a pledge beyond five years, the

Executive Vice President has the authority to grant an exception upon advice and counsel of the Finance Committee.

b. **Pledge Documentation.** Pledges of $5,000 or more will have a signed and dated pledge agreement, letter of intent, confirmation letter, or e-mail, stating the amount, the designation of the gift and the expected payment schedule. If a combined pledge from documented spouses, it must be noted at the time of pledging how the gifts are to be applied to the individual donor records for hard and soft credit.

c. **Review of Aged Pledges.** Pledges greater than five years old with a remaining balance after their scheduled due date, as well as pledges one year overdue or more, will be shared with the Finance Committee by the Executive Vice President. Balances may be written off on pledges that have expired or have not received a gift in two or more years. Pledges may be kept active at the discretion of the Executive Vice President and an allowance for uncollectible pledges would be recorded for such pledges. Discounts to the total amount recorded as pledge receivables, not due in the next twelve months, will be determined annually at the end of the each fiscal year by the Executive Vice President.

Adopted 4/18; Revised 9/20; 3/23

5. Designated Gifts

(NOTE: These guidelines are reviewed annually and are subject to change at any time without notice.)

a. Donors must contribute (fulfilled with payment- not pledges) a minimum of $25 to be designated. Non member and other exceptions may be granted from time to time for special needs.

b. Educational events eligible for designated gift funding include Grand Chapter Congress, LEAD Provincial Conference, LEAD School, Presidents' Academy, and other similar professionally managed leadership programs approved from time to time by the majority vote of the Board. The amount of expenses that may be funded shall be based on the percentage of qualified educational programming as determined by IRS guidelines.

For those programs not organized or managed by Delta Sigma Pi, minimum designated gifts will be established on a case by case basis by the Executive Committee.

Revised 2/12; Revised 10/12; Revised 6/13/13; Revised 11/18/14; Revised 1/22 to add Presidents' Academy

6. Insurance Policies Already Owned by Delta Sigma Pi Leadership Foundation

a. Do not directly associate a contribution with any specific insurance premium due. If the original donor wishes to contribute cash to the Foundation, it should be treated as unrestricted funds. Decision to pay any annual premiums rests solely with Foundation staff, Investment Committee, Finance Committee, and Board.

b. Foundation staff should get "In-Force Policy Projections" directly from the life insurance company annually, in time for Staff, Investment Committee, Finance Committee and Board to determine whether to make the premium payment from unrestricted funds.

c. Accounting for payments on life insurance policies should be:

i. Any contributions from the original donor are unrestricted receipts.

ii. Any premium payments are charged to life insurance expense (unrestricted expenses).

iii. Any increase in cash surrender value is debited to the balance sheet (Investment in Life Insurance-CSV) and credited to life insurance expense (unrestricted expenses).

Adopted 8/8/04

7. **Donor Recognition Credit for Life Insurance Policies Donated To and Owned by Delta Sigma Pi Leadership Foundation**

a. On any insurance policy accepted as an exception to I.O.7.b, the donor credit (hard) is the cash surrender value of the insurance policy on date of gift (increase to unrestricted investment assets and unrestricted contribution income). Donor is eligible for Living Legacy Society.

b. Prior to maturity or surrender of insurance policy, all changes to cash surrender value are recorded as changes to unrestricted investment assets and unrestricted investment income (reduction of expense).

c. When insurance policy matures (death of insured), the donor credit (soft) is the total death proceeds received from the insurance policy less the accumulated cash surrender value immediately prior to date of death.

d. If an insurance policy is surrendered (cashed-in) by Investment Committee and Board action prior to maturity, no further donor credit (soft) is recognized since decision to surrender is an investment decision.

Adopted 8/8/04

8. Gift in Kind Credit for non-paid professional speakers

With prior approval of the President, professionals, including Professional Presenters at Educational Events fundable by the Foundation can be credited for a gift-in-kind for travel expenses (but not for the "value" of the services provided). "Professional" is defined as someone who normally is compensated for the services they will be providing. The gift-in-kind for travel expenses shall follow the same guidelines for trustee gifts-in-kind. Approval of the gift-in-kind needs to be approved by the President prior to the expense occurring. If the professional speaker is being paid for their services, the gift-in-kind will not be approved.

Adopted 3/15/06, Revised 8/25

9. Auctions

a. When the Foundation receives items for auction, either live or silent, the donor is to provide the Foundation with the fair value of the item donated. The Foundation is then to prepare a receipt for the donor, noting the description of the items received, the date and the fair value (as determined by the donor). Upon completion of the auction, the donor will receive a credit up to, but not exceeding the fair market value of the item donated. If the item is sold below the fair market value, the donor will receive this amount as their credit. If an item is sold above the fair market value, the donor will receive fair market value as their credit.

b. The purchaser of an item at the auction will receive a donation credit for the amount paid in excess of the fair market value of the donated item. The fair market value (determined by the donor) of each auction item will be displayed in advance of the auction so participants can review. If an item is sold below the fair market value, the purchaser will not receive Foundation credit for the purchase. If the item is sold above the fair market value, Foundation credit will be given to the purchaser in excess of the fair market value of the item.

Approved 10/19/08, Amended 8/23

10. Raffles

a. The Foundation periodically receives items for inclusion in raffles. Generally, these items are accepted in advance as part of the event planning process. If not arranged prior to an event, the lead Trustee in charge of an event may accept additional items for raffle on site, at their discretion.

b. When the Foundation accepts items for raffle, the donor is to provide the Foundation with the fair value of the item donated. The Foundation is then to prepare a receipt for the donor, noting the description of the item received, the date and the fair value (as determined by the donor).

c. Donor credit is not given for items donated for raffle.

Approved 3/9/14

11. Golf Tournaments

When another organization conducts an event for the benefit of the Foundation, they are acting independent of the Foundation and are not an agent or representative of the Foundation as an entity. If the net proceeds of that event are remitted to the Foundation, it will be the Foundation's policy to give credit to that organization for the contribution, not to the individuals who participated in the event. Upon receipt of the funds, the Foundation will issue a receipt to the donor organization. However, should separate checks from individuals be forwarded to the foundation, then the receipt and related credit will be given to the individuals.

Approved 10/19/08

12. **Selling Items**

The sale of any item, by any person, intended to raise funds on behalf of the Foundation, must comply with all Delta Sigma Pi Fraternity policies.

Approved 3/15/16

13. **Gifts solicited as an amount to offset credit card fees**

The Foundation may request on a document, form, or other manner of solicitation that a donor increase their gift by a percentage to offset the costs associated with credit card processing. This request need not specifically consider direct cost associated with the actual card used by the donor, but rather is intended simply to approximate the average cost of processing. Any contributions received under these requests will be credited as an additional or increased gift by the donor (at the discretion of staff). Notwithstanding the fund allocation of the larger subject gift, credit card offset gifts will be credited as revenue to the General/Deltasig Fund.

Approved 3/30/23

B. FEE STRUCTURE

1. **Purpose.** The Delta Sigma Pi Leadership Foundation (the "Foundation") will establish reasonable fees, including fees applied to the gifts upon receipt and fees applied to certain funds held by the Foundation. The purpose of the fees is to provide annual grants to the Delta Sigma Pi Fraternity and to offset the operating cost of the Foundation, including costs of gift receipt, processing, management and disbursement, investment oversight, accounting and tax reporting, systems and data management, and donor relations and development efforts to increase the level of private support.

2. **Types of Fees.** The Foundation will maintain a fee structure utilizing the following categories of fees.

    a. **Administrative Fee.** An administrative fee is an annual fee assessed to the total value of a Fund. The fee is established using a set percentage and is determined by the fair market value of a Fund's assets on June 30. The actual transfer of monies from administrative fees will be transferred shortly after June 30.

    b. **Gift Processing Fee.** A gift processing fee is an upfront fee assessed to a gift at the time of receipt. The fee is established using a set percentage. The actual transfer of monies from gift processing fees will be transferred upon receipt.

3. **Endowment Funds.** Endowment Funds, including pending endowment Funds, will be charged an annual administrative fee of 1.5 percent of the fair market value of the Fund's assets on June 30. There will be no gift processing fee charged to individual gifts to an established or pending endowment fund.

4. **Immediate Use Funds.** Individual gifts to an immediate use Fund will be charged a gift processing fee of 10 percent. There will be no administrative fee charged to immediate use Funds.

a. **Collegiate Chapter Donations.** The Leadership Foundation has the authority to waive or alter the 10 percent gift processing fee for a collegiate chapter that wishes to donate a one-time gift of no less than $10,000 to their own Chapter Leadership Fund. The Finance Committee will assess the situation and circumstance of the gift. If the Finance Committee, in conjunction with the Executive Vice President, concludes than an exemption should be granted, the Finance Committee may waive the 10 percent gift processing fee or alter the gift processing fee to a lower percentage.

Approved 12/11/2019; Amended 6/20/2019

C. MANAGEMENT

1. Agreement with Delta Sigma Pi Fraternity

DELTA SIGMA PI FRATERNITY AND LEADERSHIP FOUNDATION

OPERATING AGREEMENT

This Agreement between Delta Sigma Pi Leadership Foundation, an Ohio non-profit corporation (herein "Foundation"), and The International Fraternity of Delta Sigma Pi, an Illinois not-for-profit corporation (herein "Provider") shall commence _____.

The agreement shall be in effect until superseded by a future agreement between the parties, or until either party opts out according to item 4 below.

The initial fee shall be $_____ for the first year of the agreement, with future fees and any amendments to be mutually established by April 15 annually. In accordance with recitals item 2 below, if the provider is temporarily unable to deliver on the expected level of service (such as during a period of reduced staffing) or if there is a change in Foundation's requested level of service, the Foundation Chair and Provider Executive Director should collaborate to determine appropriate fee adjustments.

RECITALS

The Foundation is a charitable organization organized and operated exclusively for educational purposes and is in need of fundraising services, program services and general administrative services.

The Provider is a national college professional fraternal organization with an experienced and qualified staff and has benefited from support of the Foundation.

Foundation desires that Provider furnish to Foundation fundraising services including donor data management, program services and general administrative services and Provider is willing to furnish and deliver such services.

Now, THEREFORE, in exchange for the annual fee as described above, the parties hereto agree as follows:

1. Provider will provide management, financial, administrative and other corporate and office staff services for fees and time periods, as negotiated from time to time. The fees include all personnel costs, including wages, bonuses, insurance, retirement, taxes, etc. It also includes business-level office and related technology usage (including standard phone, computer, and related, not including telethon campaigns, non-standard cellular/data usage, etc.); use of The DELTASIG magazine for promotional and recognition services; and general office supplies. It does not include copies, paper, printer toner, postage or stationery. Those items will be charged at cost.

   Provider will provide management of donor data and maintain within new or existing systems, tools reasonably deemed necessary for such services. All data will be considered owned by the provider regardless of initial sourcing.

   Foundation agrees it will be held accountable to any existing or future data privacy restrictions as created by the provider, and provider has right to reject storing or adapting any data. Foundation may request any

enhancements or changes to provided systems to be completed at foundation's expense. Provider has right to deny requests in cases where request would negatively impact provider's otherwise operations.

Provider will provide office space within its 330 South Campus Avenue, Oxford, Ohio central office for foundation staff. Any costs for additional remote office space will be paid directly by foundation.

2. Provider agrees that its activities hereunder shall be to perform the fundraising services and activities to support the educational needs of Delta Sigma Pi Fraternity, while seeking to improve net results and levels of accomplishment. It is agreed that it is in the mutual best interests of the Foundation and the Provider for there to exist regular communication between the Foundation President, the Provider Grand President, and the Provider's Executive Director regarding results, organizational goals, and organizational strategies.
    a. Provider Performance Review: At least twice annually, Provider will offer a formal opportunity for the Foundation President (on behalf of the Foundation Board) to provide feedback to the Provider Executive Director and Provider Grand President (on behalf of the Provider's board) on Provider's performance in meeting Foundation's expectations.

    b. Staff Review: Provider's Executive Director will at least twice annually provide an opportunity for the Foundation President (on behalf of the Foundation's Board) to formally provide feedback on the performance of individual members of the Provider's staff that support the Foundation's efforts.

    c. Goal & Expectations Review: At least once annually, Provider will offer a formal opportunity for the Foundation President (on behalf of the Foundation Board) to collaborate with the Provider Executive Director and Provider Grand President (on behalf of the Provider's board) to establish organizational and staff goals and expectations as relates to the execution of this agreement.

3. The Foundation will maintain its own budget to cover staff expenses related to Foundation travel for Fraternity and Foundation events, donor meeting needs, training activities and other travel expenses as may be identified. Foundation may also remit to Provider Provider's out-of-pocket expenses incurred in performing services hereunder. Any such expenses will be within parameters previously budgeted by and agreed to by Foundation and Provider.

4. This Agreement may be terminated by either party, without replacement, effective July 1 with written notice to the other no later than May 1 of a given year (two months notice). Amendments or superseding agreements may be signed at any time with effective dates as indicated by said agreements.

5. Foundation agrees to pay Provider in equal monthly installments. In the event Foundation is unable to pay in timely fashion due to cash flow issues, the amount due shall be treated as an open account payable and shall be paid by Foundation in a following period when cash is available. Provider may charge interest for any such overdue amounts at a rate not to exceed the current IRS-determined applicable federal rate.

6. The Fraternity may, at its discretion, discount the annual fee.

7. "Chain of Command" shall consist of Provider Executive Director having responsibility and general oversight of staffing and services, under general direction of Provider Grand President as representative of Provider's board. Generally speaking, the Foundation President, as representatives of the Foundation's Board, will have a consultative and advisory relationship in staffing decisions related to the execution of this agreement. Provider Executive Director or staff does not report directly to Foundation Board or Foundation President.

_____	_____
For Delta Sigma Pi Leadership Foundation	For Delta Sigma Pi Fraternity
_____	_____
Date	Date

Adopted 3/08; 2/13, 3/18, 6/22, 6/24

2. Document Retention

Accident Reports/Claims (Settled Cases)	7 Years
Accounts Payable Ledgers and Schedules	7 Years
Accounts Receivable Ledgers and Schedules	8 Years
Audit Reports	Permanently
Bank Statements	3 Years
Capital Stock and Bond Records:	
Ledgers, Transfer Registers, Stubs Showing Issues, Record of Interest, Coupons, Options, Etc.	Permanently
Charts of Accounts	Permanently
Checks (Cancelled Checks for Important Payments, Special Contracts, Purchase of Assets, Payment of Taxes, etc. Checks should be filed with the papers pertaining to the underlying transaction.	Permanently
Checks (Cancelled Except Those Noted Above)	7 Years
Contracts and Leases (Expired)	7 Years
Contracts and Leases Still in Effect	Permanently
Correspondence, General and Schedules	2 Years
Correspondence, Legal	Permanently
Correspondence, Routine with Customers/Vendors	2 Years
Deeds, Mortgages and Bills of Sale	Permanently
Depreciation Schedules	Permanently
Employee Personnel Records (After Termination)	7 Years
Employment Applications	3 Years
Financial Statements (Year-end, other months optional)	Permanently
General Ledgers, Year-end Trial Balances	Permanently
Insurance Records, Policies, etc.	Permanently
Internal Audit Reports (Miscellaneous	3 Years
Inventory Records	7 Years
Invoices to Customers or From Vendors	7 Years
IRA and Keogh Plan Contributions, Rollovers, Transfers and Distribution	Permanently
Minute Books, Bylaws and Charter	Permanently
Payroll Records, Summaries and Tax Returns	7 Years
Petty Cash Vouchers	3 Years

Property Records, Including Costs, Depreciation Reserves, Year-end Trial Balances, Depreciation Schedules, Blueprints, and Plans	Permanently
Purchase Orders	3 Years
Receiving Sheets	1 Year
Safety Records	6 Years
Sales Records	7 Years
Stock and Bond Certificates (cancelled)	7 Years
Subsidiary Ledgers	7 Years
Tax Returns, Revenue Agents' Reports, and Other Documents Relating to Determination of Income Tax Liability	Permanently
Time Cards and Daily Reports	7 Years
Trademark Registrations, Patents, and Copyrights	Permanently
Voucher Register and Schedules	7 Years
Vouchers for Payments to Vendors, Employees, etc. (Includes Allowances & Reimbursements of Employees, Officers, etc. For Travel and Entertainment Expenses)	7 Years

Adopted 12/08

3. Bequests

a. Any bequests sent to Delta Sigma Pi Fraternity where the donor had Living Legacy/Planned Giving documentation on file with the Delta Sigma Pi Leadership Foundation will be routed to the Leadership Foundation.

Any bequests sent to Delta Sigma Pi Fraternity with documentation indicating intent of said gift to support scholarships, endowments or Leadership Foundation endeavors in any way will be routed to the Leadership Foundation.

Any bequests sent to Delta Sigma Pi Fraternity without any documentation on file by either the Fraternity or Foundation, nor is there any documentation indicating intent of said dollars – those bequests should be discussed by staff, Fraternity and Foundation leadership to determine the best practice for said bequest.
Adopted 8/16

b. Bequests received without designation or previous documentation of allocation will be reviewed by the executive committee for allocation. Barring a recommendation by the Executive Committee to the Board of Trustees, to the contrary, allocation will be as follows:

- Bequests $50,000 or greater - 1% goes to the donor's chapter of initiation CLF, if active. Remaining balance allocated 20% to Deltasig Fund and 80% to BASE Fund
- Bequests less than $50,000 – 1% goes to the donor's chapter of initiation CLF, if active. Remaining balance allocated 50% to Deltasig Fund and 50% to BASE Fund

Adopted 6/25

4. Executive Vice President References

Pursuant to III.C.1 Management/Operating Agreement, the Executive Vice President, as noted throughout this Policy & Procedure Manual, is defined as the Fraternity Executive Director or their staff designee.

Adopted 8/24

IV. APPENDIX

A. ARTICLES OF INCORPORATION

Articles of Incorporation are kept in the Central Office vault with an electronic version also saved for reference.

B. TRUSTEE SERVICE OVER THE YEARS

The following individuals have previously served as a Voting Trustee. See I.D.6 for a complete list of current Voting Trustees.

Jennifer Aichele	Elected Trustee 2009-11/2011-13/2013-15 Elected Trustee Emeritus 9/14
Patrick Blanchard	Ex-Officio as Fraternity Board Appointment 1999-01 Elected to Trustee partial term 2001-02 Elected Trustee 2002-04/2004-06 (served partial term ending 8/17/04)
Jeff Berlat	Elected Trustee 2007-09/2009-11/2011-13 Elected Trustee Emeritus 8/13
Pete Bjelan	Elected Trustee 2008-10/2010-12 Elected Trustee Emeritus 8/12
Barbara "Bobbi" Blades	Elected Trustee 2012-14 Elected Trustee Emeritus 9/14
Tricia Bonfrisco	Ex-Officio as Grand President 2017-19/2019-21 Ex-Officio as Past Grand President 2021-23 Elected Trustee Emeritus 8/23
Sean Boyd	Elected Trustee 2002-04/2004-06 (served partial term ending 8/05) Elected Trustee Emeritus 8/05
Jeff Briggs	Elected Trustee 2016-18/2018-2020/2020-22 Elected Trustee Emeritus 7/22
Paul Brodie	Ex-Officio as VP-Organizational Development 2009-11 Elected Trustee Emeritus 2/12
Chuck Brown	Elected to Trustee partial term 2014-15 Elected Trustee 2015-17/2017-19 Elected Trustee Emeritus 8/19
Russell Brown	Elected to Trustee partial term 1999-00 Elected Trustee 2000-02/2002-04 Elected Trustee Emeritus 8/05
J. Barrett Carter	Elected Trustee 2007-09/2009-11 Elected Trustee Emeritus 8/11
Mark Chiacchiari	Ex-Officio as VP-Organizational Development 2005-07/2007-09 Ex-Officio as Grand President 2009-11/2011-13 Ex-Officio as Past Grand President 2013-15/ 2015-17

	Elected Trustee Emeritus 8/17
Daniel Doyle	Executive Vice President- ended in 1994 Elected Trustee Emeritus 2/05
Theresa Drew	Term ended in 1996 Elected Trustee Emeritus
Heather Bailey Ferguson	Executive Vice President - ended in 1998 Elected Trustee Emeritus 2/05
Marilyn Franson	Term ended in 1995 Elected Trustee Emeritus
Rich Garber	Elected Trustee 2008-10/2010-12/2012-14 Elected Trustee Emeritus 9/14
Shanda Gray	Executive Vice President April 2003-February 2018 Non-voting Trustee April 2003-February 2018 Elected Trustee Emeritus 8/17
Shawn Gregory	Elected Trustee 2020-22/2022-24/2024-26 Elected Trustee Emeritus 8/26
Carlos Hazday	Term ended in 1995 Elected Trustee Emeritus 8/95
John Henik	Term ended in 1989 Elected Trustee Emeritus
Greg Howell	Elected to Trustee partial term 2001-02 Elected Trustee 2002-04/2004-06/2006-08 Elected Trustee Emeritus 7/08
Randy Hultz	Ex-Officio as Grand President 1993-97 Ex-Officio as Past Grant President 1997-2001 Elected Trustee Emeritus 8/01 Elected Trustee 2003-05/2005-07/2007-09 Elected to Trustee partial term 2017 Elected Trustee 2017-20/2020-22
Onuka Ibe	Ex-Officio as Grand President 2013-15/ 2015-17 Ex-Officio as Past Grand President 2017-19/2019-21 Elected Trustee Emeritus 9/21
Kathy Jahnke	Elected Trustee 2011-13/2013-15/2015-17 Ex-Officio as Grand President 2001-03/2003-05 Ex-Officio as Past Grant President 2005-07/2007-09 Elected Trustee Emeritus 8/09
Stacy Jordan	Elected Trustee 2014-16/2016-18/2018-20 Elected Trustee Emeritus 9/20
Kyle Junk	Elected Trustee 2012-14/2014-16; resigned 1/16 Elected Trustee Emeritus 8/16

Beth Keith	Elected Trustee 2019-21/2021-23/2023-25 Elected Trustee Emeritus 8/25
Bill Kinsella	Ex-Officio as Grand President 1989-91/1991-93 Elected Trustee Emeritus
Greg Koch	Elected to Trustee partial term 2004-06 Elected Trustee 2006-08/2008-10/2010-12 Elected Trustee Emeritus 8/12
Brian Krippner	Elected Trustee 2010-12/2012-14/2014-16 Elected Trustee Emeritus 8/16
Norm Kromberg	Ex-Officio as Grand President 1997-99/1999-01 Ex-Officio as Past Grand President 2001-03/2003-05 Elected Trustee Emeritus 8/05
Steve Lambros	Elected Trustee 2017-19 Elected Trustee Emeritus 8/19
Jeremy Levine	Non-Voting Trustee 2021-Present
Daryl Logullo	Elected Trustee 1992-94/1994-96/1996-98 Elected Trustee Emeritus
Katie Magoon	Elected Trustee 2013-15/2015-17/2017-19 Elected Trustee Emeritus 8/19
Mike Mallonee	Elected Trustee 1989-91/1991-93/1993-95 Elected Trustee Emeritus
William Martin	Executive Vice President- ended in 2003 Elected Trustee Emeritus 2/05
Joe Mayne	Elected Trustee 2005-07/2007-09/2009-11 Elected Trustee Emeritus 8/11
Mike Mazur	Term ended in 1994 Elected Trustee Emeritus 2/05
Corie McCreary	Elected Trustee 2014-16/2016-18/2018-20 Elected Trustee Emeritus 9/20
Bryan McMillan	Elected Trustee 2007-09 Elected Trustee Emeritus 8/09
Michael Mescon	Elected Trustee 2003-05 Elected Honorary Trustee 8/05
Mark Mikelat	Ex-Officio as VP-Organizational Development 2001-03 Elected Trustee Emeritus 2/04

Claire Moomjian	Elected to Trustee partial term 2000-01 Elected Trustee 2001-03/2003-05/2005-2007 Elected Trustee Emeritus 8/07
Larry Mroz	Elected Trustee 2015-17/2017-19 Elected Trustee Emeritus 8/19
Joan Maag Nason	Elected Trustee 1997-99/1999-01/2001-03 Elected Trustee Emeritus 2/04
Tosin Odesanya	Elected Trustee 2021-23/2023-25/2025-27 Resigned 1/26 Elected Trustee Emeritus 8/26
Richard Parnitzke	Ex-Officio as Grand President 1983-85 Elected Trustee Emeritus
Jim Pendergrass	Ex-Officio as Educational Foundation President 1991-93 Elected Trustee 1993-95/1995-97/1997-99 Elected Trustee Emeritus
Corey Polton	Elected Trustee 2011-13/2013-15/ 2015-17 Elected Trustee Emeritus 8/2017
Kelly Rabin	Ex-Officio as VP-Finance 2015-17/2017-19 Elected Trustee Emeritus 8/19
John Richardson	Elected Trustee 1999-01/2001-03/2003-05 Elected Trustee Emeritus 8/05
Claire Roberts	Ex-Officio as VP-Organizational Development 2003-05 Elected Trustee Emeritus 9/05 Elected Trustee 2009-11/2011-13/2013-15
Mark Roberts	Elected Trustee 1991-93/1993-95/1995-97 Elected Trustee Emeritus
Chris Robinett	Served Trustee partial term 1993-94 Elected 1994-96/1996-98/1998-00 Elected Trustee Emeritus
Bill Schilling	Executive Vice President 7/21-7/22 Non-Voting Trustee 4/03-9/22 Elected Trustee Emeritus 7/22 (effective 9/22)
Jodi Schoh	Ex-Officio as VP-Finance 2019-21/2021-23 Elected Trustee Emeritus 8/23
Gus Schram	Term ended in 1995 Elected Trustee Emeritus
Lisa Schram	Elected to Trustee partial term in 8/05 ending 8/06 Elected Trustee 2006-08/2008-10/2010-12 Elected Trustee Emeritus 8/12

Mitchell Simmons	Ex-Officio as Grand President 2005-07/2007-09 Ex-Officio as Past Grand President 2009-11/2011-13 Elected Trustee Emeritus 8/13
Tom Skinner	Elected Trustee 2012-14/2014-16 Elected Trustee Emeritus 8/16
Nick Steinkrauss	Served partial term 1993-94 Elected 1994-96/1996-98/1998-00 Elected Trustee Emeritus
Eddie Stephens	Elected Trustee 2004-06/2006-08/2008-10 Elected Trustee Emeritus 8/10
Cory Stopka	Ex-Officio as Grand President 2021-23 Ex-Officio as Past Grand President 2023-25 Elected Trustee Emeritus 8/26
Buzz Sutton	Ex-Officio as Fraternity Board appointment 1989-91/1991-93/1993-95/1995-97/1997-99 Elected Trustee Emeritus
Bill Tatum	Served Trustee partial term 1996 Elected Trustee 1996-98/1998-00/2000-02 Elected Trustee Emeritus
Brandon Trease	Elected Trustee 2008-10/2010-12/2012-14 Elected Trustee Emeritus 9/14
Jeanine Triplett	Non-Voting Trustee 2022-April 2024 Elected Trustee Emeritus 8/2024
Phil Turnquist	Elected Trustee 1997-99/1999-01/2001-03 Elected Trustee Emeritus 2/04
Larry Van Quathem	Elected Trustee 2015-2017/2017-19/2019-21 Elected Trustee Emeritus 9/21
Sean Vineyard	Elected to Trustee Partial Term 2015-16/ 2016-18 Resigned 6/2017
Mike Vitale	Elected Trustee 2017-19/2019-21 Elected Trustee Emeritus 9/21
Joe Ward	Ex-Officio as VP-Organizational Development 2011-13 Elected Trustee Emeritus 8/13 Elected Trustee 2014-16
Tyler Wash	Executive Vice President 2018-2021 Non-Voting Trustee 2018-2021 Elected Trustee Emeritus 8/2024
James "Duckie" Webb	Elected Honorary Trustee 8/13

Updated 9/21, 8/23, 8/24, 8/25, 1/26

C. HISTORICAL GIVING LEVELS

1) **$2,007 — 2007 Centennial Society**: As part of Delta Sigma Pi's Centennial commemoration, the Fraternity's Board of Directors and the Delta Sigma Pi Leadership Foundation Board of Trustees proudly announced the creation of the 2007 Centennial Society. Membership in the Society was limited to those individuals providing $2007 in unrestricted gifts between July 1, 2003 and June 30, 2008. Membership was bestowed to 211 individuals upon reaching $2007 before the program end date. The funds raised through membership in the 2007 Centennial Society will be used to support and secure future educational, leadership and scholarship opportunities for our brotherhood.

2) **$10,000—10K Club:** Building on the momentum of the 2007 Centennial Society, the 10K Club was created in August 2006. Membership in the Club was granted to those individuals giving $10,000 in unrestricted gifts to the Leadership Foundation between July 1, 2003 and June 30, 2012. A special designation of 10K Club Centennial Founder was given to those 17 individuals who fulfilled membership during or before the Centennial Grand Chapter Congress in Orlando in August 2007. 10K Club Centennial Founders received special benefits including the opportunity to include an item in the Centennial Time Capsule.

3) **Previous Levels**

For historical reference, the following giving levels were in effect through 6/30/01:

a. **Cumulative**
   $10,000 — Benefactor
   $5,000 — Founder's Circle
   $2,500 — Chairman's Forum
   $1,000 — Trustee Associate
   $500 — Crown & Delta Society
   $250 — 1907 Society
   $100 — Life Member Level

b. **Patron Circle of Donors**
   $5,000 — Partner
   $2,500 — Platinum Patron
   $1,000 — Gold Patron
   $500 — Silver Patron
   $250 — Bronze Patron
   $100 — Patron

Revised 2/18/22

D. MISCELLANEOUS POLICY CHANGE REFERENCES (BY DESCRIPTION)

1) **Founders' Memorial Scholarships.** As of 2013-14, eight undergraduate scholarships of $600 each and four graduate scholarships of $1500 each will be awarded from the Founders' Memorial fund and other supporting resources. Effective with 2015-16 payouts, there will be eight undergraduate and three graduate at $1000 each awarded from The Founders' Memorial fund and other supporting resources. Effective 3/2023, due to overall endowment growth, the need for scholarship funding from the Annual Fund has been discontinued. Proceeds from the Founders' Memorial Fund will support at least two scholarships annually.

2) **Grand President's Circle.** As of July 1, 2024 the Grand President's Circle (GPC) is retired and there are no longer members of GPC. There is no longer a Deltasig For Life Donor giving level for collegians, nor is there a GPC Scholarship (proceeds of that endowment rolling to the Founders' Memorial Fund).