

Yuan Ze University Guidelines for Allocating Educational Resource Development Fund Administrative Expenses

Approved by the 9th Executive Council Meeting of the 1999 Academic Year on May 22, 2000

Amended and Approved by the 18th Executive Council Meeting of the 2015 Academic Year on May 11, 2016

Amended and Approved by the 5th Executive Council Meeting of the 2017 Academic Year on October 11, 2017

Article 1 These Guidelines are formulated to encourage university staff to participate in fundraising activities and enhance fundraising performance actively.

Article 2 The funds raised by university staff may have administrative expenses allocated from the Educational Resource Development Fund to their respective units. Donations designated for specific university units are excluded.

Article 3 Five percent (5%) of the total annual cash donations (excluding in-kind donations) shall be allocated as fundraising administrative expenses and distributed accordingly to the fundraising units or personnel.

Article 4 Administrative expenses from the Educational Resource Development Fund shall be used to cover necessary expenditures, such as travel, public relations, equipment purchases, maintenance, and other essential costs.

Article 5 The management of the receipt and disbursement of the Educational Resource Development Fund administrative expenses shall be overseen by a designated person appointed by the Educational Resource Development Fund Committee.

Article 6 These Guidelines shall take effect upon approval by the Executive Council Meeting. Amendments shall follow the same process..

<p>In case of any discrepancy between the Chinese and English versions, the Chinese version shall prevail.</p>
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