

QUARTERLY REPORT & STRATEGIC PLAN



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# welcome!

#### THANK YOU FOR YOUR INTEREST IN UGA'S OFFICE OF DONOR RELATIONS AND STEWARDSHIP!

I hope our Stewardship Overview and Matrix provide you with a comprehensive summary of our work. With up-todate metrics as of July 1, 2018, this issue illustrates our growth over five-years, current plans, and future goals for FY19 and beyond.

Both the quantity and quality of our work progresses with each quarter. In FY18 alone, we've gained new employees, hosted a record-breaking Thank a Donor Day, implemented our first individual impact report, collaborated with the Career Center and Alumni Association to develop new programs, completed the first cycle of our newly updated Presidents Club, and continued to move our mission of gratitude and teamwork forward.

I welcome any questions and would love the opportunity to introduce you to our talented team that makes it all possible.

Tony

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"All shops could learn from this... It could be used as a handbook for stewardship."



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# INTRODUCTION

# MISSION & VISION

Donor Relations and Stewardship sustains and nurtures lifelong relationships with University of Georgia donors by cultivating, acknowledging, engaging, and recognizing donors through stewardship programs and events.

#### Our office asks the important question, "How do you turn donors into loyal supporters?"

#### We think the answer is an effective "thank you."

Our donor-centered strategy is accomplished through timely and appropriate gift acknowledgement, fund investment and impact reporting, donor recognition, donor appreciation, special communications, and enhanced stewardship based on the unique needs of the donor. Through thoughtful and consistent contact, Donor Relations and Stewardship assists in fundraising by enriching lifelong relationships with University donors. Our efforts instill trust that donors' gifts and investments are impacting the University and broader community in a meaningful way.



## **COMMIT TO GEORGIA**

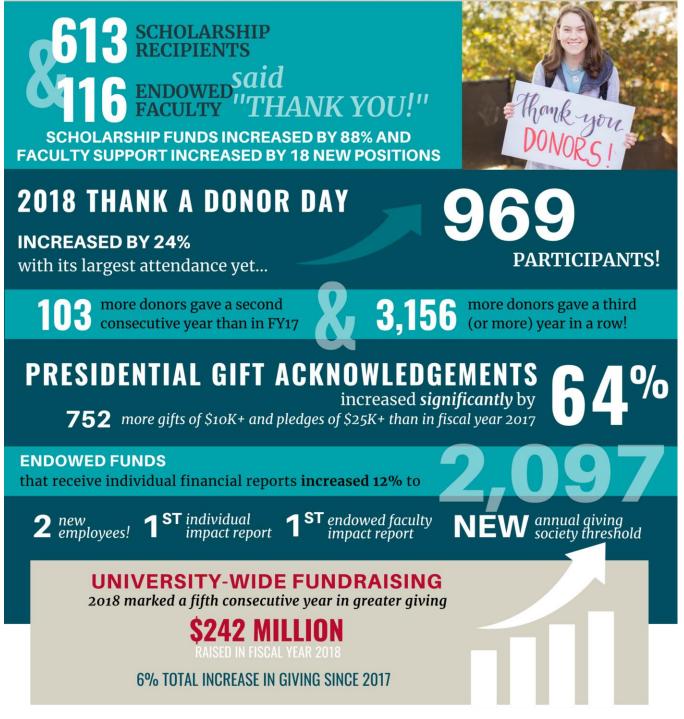
Beginning with the silent phase in 2012, the University of Georgia announced the public phase of its \$1.2 Billion capital campaign, *Commit to Georgia*, in the fall of 2016. Coinciding with a University-wide rebranding, Donor Relations and Stewardship has taken the immediacy and excitement that comes with these events to reorganize, implement new programs, and update existing stewardship. This campaign hopes to change the lives of thousands of students, fund world-changing research, expand the university's land-and-sea-grant missions, and continue a tradition of excellence. We are endlessly grateful to steward our University family of passionate, cause-driven people who commit to improving our state, nation, and world.

Simply put, without our donors, the University of Georgia would not be what it is today.

#### We invite you to see how we say THANK YOU to those who Commit to Georgia.

# **2018: A YEAR BY THE NUMBERS**

#### JULY 1, 2017 TO JUNE 30, 2018



Not everything that counts can be counted, and not everything that can be counted counts! -WILLIAM BRUCE CAMERON

# ACKNOWLEDGEMENT

All gifts received by the University of Georgia Foundation are acknowledged with the University's official gift receipt, which contains a thank you message from the VP for Development and Alumni Relations and includes a Georgia Donor decal. This standard response is supplemented in many instances by additional forms of acknowledgement, including Presidential acknowledgements generated by Donor Relations and Stewardship, as well as letters generated by schools, colleges, and units across campus.

# **PRESIDENTIAL GIFT ACKNOWLEDGEMENT**

#### Presidential Stewardship Coordinator

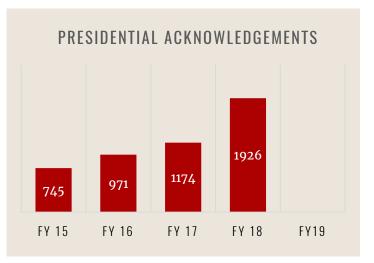
Gifts of \$10,000 and above are acknowledged quickly, accurately and appropriately with a letter signed by the President of the University. We are responsible for generating these letters to let donors know that their financial support is gratefully received, vital to our school and community, and being used according to their stated wishes and expectations.

Along with gifts of \$10,000 and above, presidential letters are also generated for all newly established pledges beginning at \$25,000; these donors are acknowledged again when their pledge is fulfilled.

We also edit presidential letters written by Gift and Estate Planning welcoming donors into the Heritage Society (see Recognition on page 16). Special circumstances as indicated by the President's Office are also acknowledged.

The process for Presidential Acknowledgement was updated in 2011, and Donor Relations and Stewardship began recording this information in 2012.

For historical data regarding this and other projects, please contact the Donor Impact Coordinator for past Marketing Overviews. WEEKLY MAILING





July 6, 2017

On behalf of our faculty, staff, and students, I would like to thank you far being na advocate for higher aducation. Your commitment is essential for the commund growth and soccess of the University of Georgia.

am gatherful for your recent piedae catabilitation the; helioniships as person of the Goergitz Commitment Schulanship Program. Your encross contribution will provide visitable assistance to descripting audents for might nut otherwise have the opportunity to attend UGA. I am pleased ou are heorefing your dauguter's memory by supposting the University and ar substants in the meaningful ways.

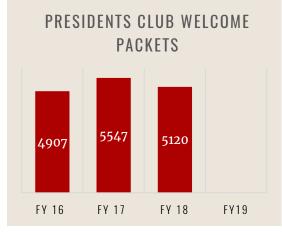
elding + 150 South Jackson Streat + Advant, Telephone 706-143-1314 + Fix 706-542-00

# PRESIDENTS CLUB WELCOME ACKNOWLEDGEMENT

#### Presidential Stewardship Coordinator

Named to honor the past leadership of the University of Georgia, Presidents Club recognizes donors whose annual gifts total \$1,500 or more (see Recognition on page 16). Annual membership is based on the University's fiscal year (July–June) and is renewable. Since many donors reach this level after giving multiple gifts to different units, Donor Relations and Stewardship began sending members a Welcome Packet explaining the significance of their gift and recognition level. They are also given an annual Presidents Club lapel pin and the opportunity to change their Honor Roll listing and/or request anonymity. This immediate acknowledgement and expression of gratitude to Presidents Club qualifiers is sent in a thoughtful, appealing packet that reinforces appreciation among our most generous supporters and encourages a habit of annual high–level gifts.

#### **MONTHLY MAILING**



Presidents Club Welcome Packet stewardship efforts began in 2014.



The threshold for Presidents Club was raised from \$1,000 to \$1,500 in FY18.

# PRESIDENTS CLUB YEAR-END DECAL ACKNOWLEDGEMENT

#### Presidential Stewardship Coordinator

#### ANNUALLY IN AUGUST

2018's new Presidents Club threshold was an ideal time to refresh branding for the entire giving society. We reevaluated our past giving levels (Associates, Fellows, and Benefactors) and developed a new program that is easier to understand and identify. Presidents Club members receive the Welcome Packet upon reaching \$1,500, but many of these donors reach a larger giving level over the course of the fiscal year through multiple gifts. To honor this giving, we mail an annual decal in August that reflects the donor's total giving during the previous fiscal year. This mailing also serves as a Save the Date for the Annual Presidents Club Reception held each fall.

Presidents Club Decal stewardship began in FY18.





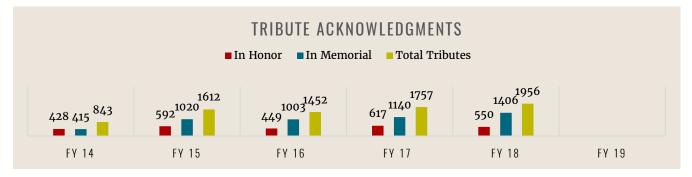
**GEORGIA** 

# **MEMORIAL & HONORARY GIFT NOTIFICATION**

#### Scholarship Stewardship Coordinator

#### WEEKLY MAILING

All memorial and honorary gifts receive special acknowledgement by the Office of Donor Relations & Stewardship. Special cards or letters (depending on the number of gifts) are generated and the names of donors who contribute to memorial or honorary funds are shared with the family members and friends associated with these accounts so that they may offer additional gift acknowledgements. This important service is especially important as donors are dealing with personal loss and are experiencing emotional times in their lives.



Memorial and Honorary Gift Acknowledgement stewardship has been occurring since 2007. The process was updated, and Donor Relations and Stewardship began recording this information in 2012.

# FIRST-TIME GIFT ACKNOWLEDGEMENT

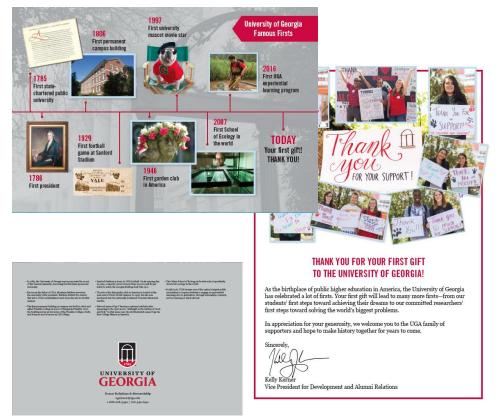
#### Scholarship Stewardship Coordinator

#### **MONTHLY MAILING**

First-time donors receive a specialized message through direct mail and e-mail welcoming them to the family of thousands of UGA donors. The e-mail is updated annually with a video message of thankful students at the previous fiscal year's Thank a Donor Day. The direct mail piece celebrates their first-time gift along with other University of Georgia famous firsts.



# FY 15 FY 16 FY 17 FY 18 FY 19



## GEORGIA



## Thank you for your first gift to the University of Georgia!

As the birthplace of public higher education in America, the University of Georgia has celebrated a lot of firsts. Your first gift will lead to many more firsts for our students as they pursue their passions and discover how they can make a difference.

We hope you enjoy <u>this message of gratitude</u> from our students and Student Government Association President Cameron Keen. Again, thank you for joining the UGA family of supporters!



Video created by Ray Boland, Class of 2018.

The University of Georgia Foundation is registered to solicit in every state and provides state-specifi registration information at http://www.upafoundation.org/churdy. communication\_preferences | ofridary\_policy | view in throwser

# **SECOND-TIME GIFT ACKNOWLEDGEMENT**

#### Scholarship Stewardship Coordinator

Second-time donors receive a specialized message through direct mail recognizing their second consecutive year of giving to UGA. The direct mail piece introduces them to the idea of being a loyal UGA donor with a fun "double dawg" message.

Second-Time Gift stewardship efforts began in 2015.

#### **MONTHLY MAILING**





# THIRD PILLAR LOYALTY DONOR ACKNOWLEDGEMENT

#### Scholarship Stewardship Coordinator

The Third Pillar is a loyalty recognition program for donors making gifts in the last three or more consecutive years (see Recognition on page 16). Each Third Pillar donor receives a mailing upon their first gift of the fiscal year that expresses the importance of consecutive giving and includes a Third Pillar magnet.

#### MONTHLY MAILING





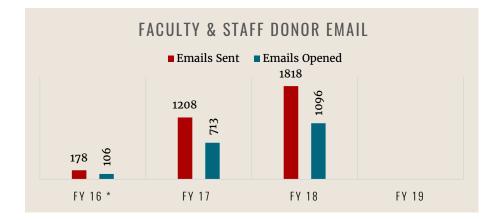


Donor Relations and Stewardship assumed responsibility for Third Pillar in 2014.

# **FACULTY & STAFF DONOR ACKNOWLEDGEMENT**

#### Assistant Director of Donor Relations and Stewardship

Faculty and staff donors will receive an additional e-mail thanking them for their first donation each fiscal year. The e-mail includes a special video message from the Student Government Association President thanking them and explaining the impact faculty and staff giving.



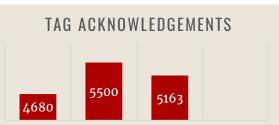
\*A query error occurred in FY 16—donors who received the Faculty and Staff thank you before were excluded, so only first-time donors received the message.

Faculty and Staff Donor stewardship efforts began in 2014.

## **GEORGIA VEHICLE TAG ACKNOWLEDGEMENT**

#### Scholarship Stewardship Coordinator

State of Georgia special tag holders who chose to share their information with us receive a postcard thanking them for supporting scholarships at UGA. With a new image of Hairy Dog in a unique vehicle each year, Donor Relations and Stewardship hopes to acknowledge this gift that many donors do not realize they are making.



FY 18

FY 19

FY 17

FY 16



GEORGIA

GTHANKU

#### WEEKLY EMAIL



You have joined thousands of other generous faculty and staff, both current and retired, who go above and beyond by donating to our University. Your gifts are a significant endorsement of the *Commit to Georgia* campaign and our commitment to removing obstacles and opening doors for students, enriching the learning environment, and solving grand challenges for our state and world.

On behalf of the students you impact every day, please enjoy this message of gratitude from Student Government Association President Cameron Keen.





**MONTHLY MAILING** 

Dear UGA supporter,

Thank you for supporting the Bulldog Nation in more ways than one by purchasing a University of Georgia license plate! By buying or renewing your car tag, you are helping hardworking students afford a UGA education.

For each UGA license plate sold or renewed, \$10 is sent to the University of Georgia Foundation. Those funds are designated for the sole purpose of supporting student scholarships.

UGA stands out as one of the nation's most cost-effective choices in higher education. Yet, even with competitive tuition rates, many students still face financial obstacles that can prevent them from reaching their goals.

Thank you for showing your Bulldog Pride while also making a difference in our students' lives!



Tag Acknowledgement stewardship efforts began in 2016.

# REPORTING

Reporting on the financial status of endowed funds and impact of leadership giving is essential in order to ensure each donor that his or her gift has been invested wisely and its full value is being distributed appropriately to the University community. Donor Relations and Stewardship has been managing the annual release of Endowment Reports since its inception in 2005 and takes pride in the highly individualized accuracy of these reports. We are excited to continue our new endeavors that illustrates the impact of gifts beyond endowment performance.

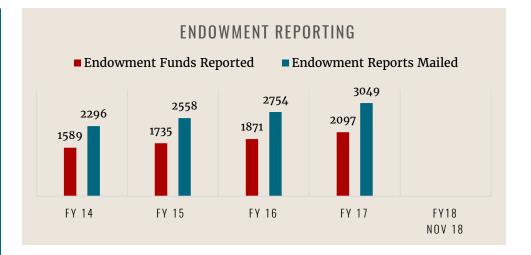
## **FINANCIAL ENDOWMENT REPORTING**

#### Assistant Director of Donor Relations and Stewardship

#### **ANNUALLY IN NOVEMBER**

Each November, Donor Relations and Stewardship generates Endowment Reports for all endowed funds. These reports reflect the previous fiscal year's status and endowment growth of each fund and are distributed to the donors and donor representatives. Donor Relations and Stewardship works closely with Financial Services to ensure accurate and timely reporting. New stewardship contacts are set up throughout the year as new funds are established. Donor Relations works closely with each school, college, and unit on campus for personalized messages, including departmental-specific photos and text for each report. For endowed scholarship funds, scholarship recipient names are included as part of these reports.

"I shed a few tears and felt huge pride swell in my heart when I got my report. The customized approach, and maybe they do it at other schools but certainly not as well as UGA, is a beautiful way to say thank you. Makes a huge University seem like a very small family." CT – NAPLES, FL



Annual Endowment Report stewardship began in 2005. The process was updated, and Donor Relations and Stewardship began recording this information in 2012.

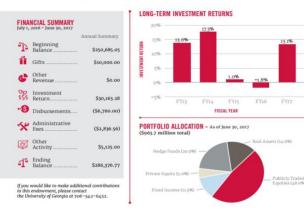
Endowment Reports reflecting FY18 will be mailed November 2018.

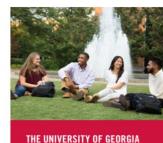




a have questions or comments about this report, please contact: Teresa Kesler, Acsistant Director, Danor Relations & Steward ersity of Georgia, Athens, GA 10602 + Phone. 106-542-6552 + Fax: 106-583-8117 + Email: tiesler@uga.edu is view an interpretive encountent report example, please visit our website, donarrelations.uga.ndu/reporting 2017 ENDOWMENT REPORT

#### The University of Georgia Scholarship Fund





#### Chartered by the state of Georgia in 1789, UGA is the birthplac of public higher education in America. What began as commitment to inspire the next generation grows strong today through plobal research, hand-on experiminal learnin and extensive extracts. On ord America's "Public View's UG tackies some of the world's grand challenger—thron combatin infertions disease and securities the world's food super t

Thank you for helping UGA continue to lead in public high education. Together, you and our students, faculty and st make a difference in lives, both near and far. We are foree crastful for your concosity.

#### Endowment Growth

The University of Georgia Foundation provided more than 570 million to support UGA's mission this fiscal year, which is more than any other year in our history. Scholarships helped more students aftord tuition and pursue meaningful careers, and more leading scholars have joined our campuses. Our researchers also have more resources to tackle the world's biggest issues.

The endowment reached an all-time high and is making an immediate impact. This record-breaking year of support was made possible by a 13.1 percent return on the long-term investment portfolio.

Illocations to international and emerging market public equilies, which inderachieved last fiscal year, rebounded with strong returns this year. This performance validates that maintaining a diversified portfolio ontinues to be the most beneficial, long-term investment policy for the oundation.

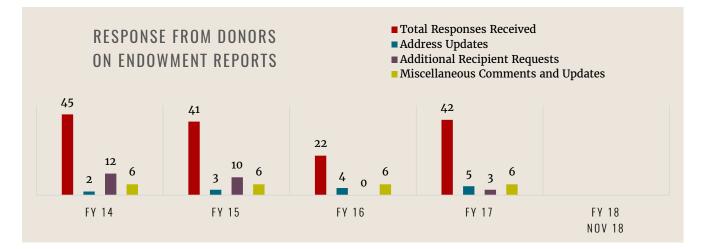
overy year, the Foundation's goal is to maximize the return on nvestment to fund the specific areas that matter most to you. Thank you for continuing to trust us with your support and investing in our treat university's future.

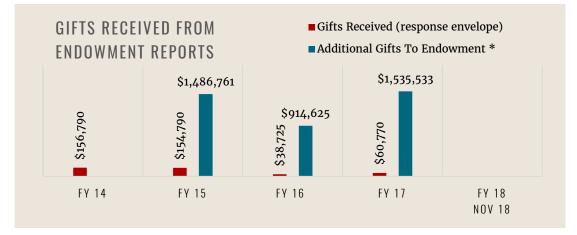
Scholarship Recipient(s)



#### **ENDOWMENT REPORT RESPONSE FROM DONORS**

The first endowment reports were sent in 2005 to 374 individuals and corporations. This well received project has grown dramatically in size since then due to newly created funds being stewarded as well as established funds being researched for recipients of the information. Included in the Endowment Reports is a return envelope for the donors to update information, request additional reports or fund representations, and provide us with any additional comments. The envelope has also been used to make additional gifts.





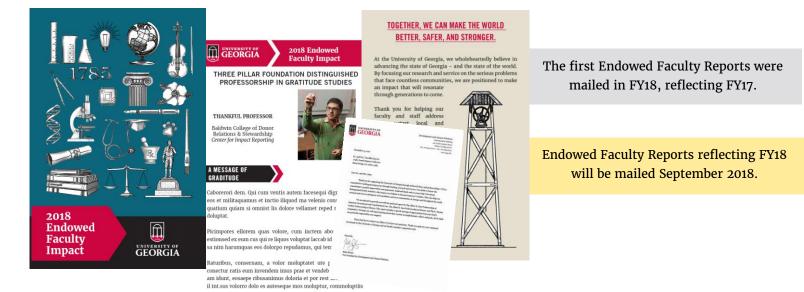
\*The process of recording gifts received back from endowment reports was changed beginning FY15. For future years, "Gifts Received" identifies checks mailed in response to the Endowment Report, and "Additional Gifts to Endowment" identifies all gifts given to stewarded endowed funds.

## **ENDOWED FACULTY IMPACT REPORTING**

#### **Donor Impact Coordinator**

It was a long-standing goal for Donor Relations and Stewardship to implement an Endowed Faculty Annual Impact Report. Fiscal Year 2017 marked the initial year that these reports were collected, with a release date of November 2017. We learned a lot from our first-year process. With Deans and Directors on board, we reached out to Chairs and Professors via an online Questionnaire that prompted questions about research, teaching, and accomplishments at the University.





#### **ANNUALLY IN THE FALL**

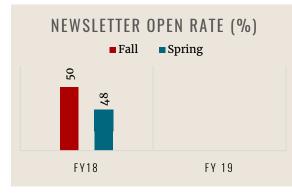
luptur, commoluptiis

## PRESIDENTS CLUB IMPACT NEWSLETTER

#### **Donor Impact Coordinator**

#### **BIANNUALLY IN SPRING/FALL**

To strengthen stewardship for our recently increased threshold of Presidents Club, we implemented an electronic Biannual Impact Report. This report highlights the ways that leadership annual giving has influenced the University's recent successes. Each fall, the impact report will be sent to all qualifying Presidents Club members of the previous fiscal year and to new members who have reached the \$1,500 giving threshold since July 1st. Each spring, the impact report will be sent to all current members of the Presidents Club.







are fail, one of many programs supported by the Venture Fund was the UGA Career Tentre's Davys Stat by exclosarilys. Through this fundrating effect, the Career Centre reas able to annual scholarning to 13:00 of the more than 1,300 students who attended Manys Stuti (J). In September, these students received full professional autifus completely free of Charge et R/Semeny. They now have the professional attite they need o purses their (dame jobs.

"This scholarship has been so helpful in relieving the stress that goes along with buying professional attire. I will be using my purchase for medical school interviews, and this scholarship came at just the right time!" – Cade Blanchard '18

The first Presidents Club Impact Newsletter was emailed in FY18.

# **INDIVIDUAL DONOR IMPACT**

#### **Donor Impact Coordinator**

Our top donors often sustain various departments campus-wide, so much of their stewardship occurs based on this departmentalized giving. To illustrate the powerful, cumulative impact these families have had at the University, Individual Donor Impact Reports are our new initiative to honor the total effect of these gifts on the lives of our students, faculty, staff, and entire state.

The first Individual Impact Report was delivered Woodruff Scholarship Thirtieth during the Anniversary Celebration in April 2018. In collaboration with the Assistant Director of Scholarship Stewardship, the book included thank you notes from over 25 alumni recipients of the scholarship, three past Presidents of the University, and staff who formed relationships with the donor over 30-years. It was delivered as a surprise during the Annual Woodruff Scholars Reception (see Scholarships on page 25).



Donor receiving her Individual Impact book at a special reception in Spring of 2018

#### **AS NEEDED**



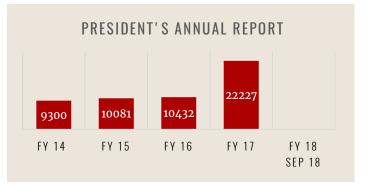
The first Individual Impact Report was delivered in FY18.

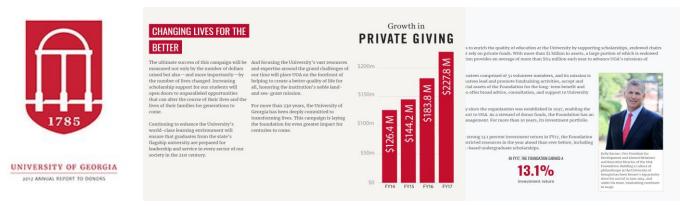
# **PRESIDENT'S ANNUAL REPORT**

#### Marketing & Communications/University-wide Collaboration ANNUALLY IN SEPTEMBER

The *President's Annual Report* is collaboratively produced by University-wide and Development and Alumni Relations Marketing and Communications teams with the help of Donor Relations and Stewardship. The Report highlights initiatives, provides an Honor Roll of Donors listing of prominent donors (see Recognition on page 16), and presents a financial profile of the past fiscal year. Primarily, Donor Relations and Stewardship provides the Honor Roll data, and a few of our photographs and messages of gratitude from students and faculty are often incorporated in the report.

The new *President's Annual Report* will be mailed to the following constituents in the Fall of 2018: Annual donors of \$1,500 and above; donors of \$5,000 and above over the past five-years; and donors who have given \$100,000 and above cumulatively. Athletic ticket priority gifts will be included when considering these thresholds.





The FY17 Annual Report to Donors and Foundation Annual Report were merged into one President's Annual Report. The Presidents Annual Report reflecting FY18 will be mailed in the Fall 2018.

# RECOGNITION

Donor recognition reminds donors how much we appreciate the relationship they share with our University. Timely, personal messaging and upgraded communications that align with gift amounts allow us to steward our donors' generosity with an integrated plan. This way, donors are recognized appropriately and fairly. Donor Relations and Stewardship recognizes University-wide giving through an annual Honor Roll of Donors and various Giving Societies.

## **HONOR ROLL OF DONORS**

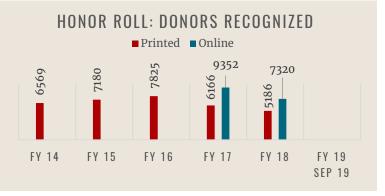
#### Presidential Stewardship Coordinator

#### ANNUALLY IN SEPTEMBER

Every UGA donor is an important part of our collective success. Since the inception of Annual Presidents Club, its members have been proudly recognized in the Honor Roll of Donors. To decrease printing costs and more closely align with the goals of our Communications teams, FY17 marked the first year that annual donors of \$5,000+ were recognized in the printed Honor Roll as a part of the updated *President's Annual Report* (see Reporting on page 11), along with Heritage Society, Founding Presidents Club, and Cumulative Giving Societies (see Recognition on page 16). All Presidents Club members (donors of \$1,500+) are recognized via the online Honor Roll viewed through the Office of the President's website. All donors giving at the previously mentioned levels are recognized for their University-wide giving, unless anonymity

is requested.

Donor Relations and Stewardship makes monthly data pulls to verify Gift Accounting's input, update biographical information that may have changed, and make corrections as necessary. Through these monthly pulls, updates can be made in smaller sections, easing the time crunch at the end of the fiscal year.



Donors are also recognized in other publications across campus (including but not limited to

specialized campaign or development newsletters and magazines, alumnicentered periodicals, and departmental honor rolls).

Donor Relations and Stewardship began recording this information in 2012.

#### The Crystal Arch Society

The Crystal Arch Society, recognizing gifts of \$10 million and above, is named for the University of Georgia's most recognizable symbol and the main entrance to campus, the Arch. Erected in the 1850s, the Arch is UGA's most revered landmark, patterned after the Great Seal of the State of Georgia.

	mous (3)
Callav	vay Foundation, Inc.
The C	oca-Cola Company & The Coca-Cola
Found	lation
The B	ill and Melinda Gates Foundation
Georg	ia Power Company and Foundation
The G	oizueta Foundation

The Abraham Baldwin Society

The Abraham Baldwin Society, recognizing gifts of \$5 million and above, is named for the legendary Georgia statesman, educator, and founder of the University of Georgia. Abraham Baldwin wrote UGA's charter, the first ever written and adopted for a statesupported public university.

Anonymous (2)	
American Cancer Society	
Mr. Daniel Paul Amos	
Mr. and Mrs. Craig Barrow III	
*Mrs. Carolyn W. Bryan	
Phillip and Betty Casey	
Mr. and Mrs. Alston D. Correll Jr.	

#### The 1785 Society

The 1785 Society, recognizing cumulative gifts of \$1 million and above, is named for the year that the University of Georgia was chartered by the Georgia General Assembly and pays homage to UGA's impressive history and tradition of achievement as the first state-chartered university in the nation.

Anony	nous (12)	
*Mr. a	nd Mrs. W. R. Acree	
	ner Clyde Aderhold an Ierhold	id *Mrs. Bess
Mr. Jol Alston	n G. Alston Sr. and Mr	s. Gayle S.
*Amba	ssador and *Mrs. Phil	ip H. Alston Jr.

The threshold for the FY18 Online Honor Roll of Donors was raised to \$1,500 to align with Presidents Club. The Presidents Annual Report reflecting FY18 will be mailed in the Fall 2018.

# **GIVING SOCIETIES**

In addition to the various recognition societies present within the schools, colleges, and units, the University of Georgia recognizes donors with the following gift societies: Presidents Club, Cumulative Giving Societies, Third Pillar, and Heritage Society. With the exception of the Heritage Society, association information, membership management and related events are coordinated by the Donor Relations and Stewardship.

#### **ANNUAL GIVING SOCIETIES**

#### **ANNUAL PRESIDENTS CLUB**

Named to honor the past leadership of the University of Georgia, the Presidents Club recognizes donors whose annual gifts total \$1,500 or more. Annual membership is based on the University's fiscal year (July–June) and is renewable. Presidents Club is stewarded through a Welcome Packet when a donor reaches the \$1,500 threshold (see Acknowledgements on page 5) and an annual reception held the following fall (see Events on page 20). Beginning in FY18, donors who give at this newly increased level are also stewarded through a decal program (see Acknowledgements on page 5) that aligns with his/her giving and a Biannual Impact Report each fall and spring (see Reporting on page 11).





Effective July 1, 2017

Presidents Club began in 1973. Donor Relations and Stewardship began recording this information in 2013. Please see Presidents Club Welcome Packets on page \* for more information.

The threshold for Presidents Club was raised from \$1,000 to \$1,500 in FY18.

#### FOUNDING PRESIDENTS CLUB Closed as of 1994

Founding members of the Presidents Club have a special lifetime distinction having joined in the first twenty years of the program. These individuals made a \$10,000 total commitment and/or purchased a \$25,000 life insurance policy naming UGA as the sole beneficiary. They are honored by having their names listed on the Donor Wall in the Presidents Garden located on North Campus behind Old College.



In conjunction with the kickoff of the Archway to Excellence Campaign in 2001, the University of Georgia announced three new cumulative giving societies that recognize major donors to the

University of Georgia. These giving societies recognize individuals, corporations, foundations and organizations whose cumulative gifts have reached \$1 million and above. Donors are listed on the historic Donor Wall located in the Presidents Garden at Old College on North Campus. Beginning in 2017, individuals who reach one of the following societies or move up to a new Cumulative Giving Society within the *Commit to Georgia* campaign may receive a limited edition print of the Presidents Garden by Katherine Schuber (right).

Limited edition print of the President's Garden by **Katherine Schuber** 

#### THE CRYSTAL ARCH SOCIETY

#### \$ 10 MILLION

The Crystal Arch Society, recognizing gifts of \$10 million and above, is named for the University of Georgia's most recognizable symbol and the main entrance to campus, the Arch. Erected in the 1850s, the Arch is UGA's most revered landmark, patterned after the Great Seal of the State of Georgia.

#### THE ABRAHAM BALDWIN SOCIETY

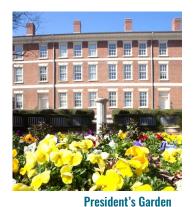
#### \$ 5 MILLION

The Abraham Baldwin Society, recognizing gifts of \$5 million and above, is named for the legendary Georgia statesman, educator and founder of the University of Georgia. Abraham Baldwin wrote UGA's charter, the first-ever written and adopted for a state-supported public university.

#### THE 1785 SOCIETY

#### \$1 MILLION

The 1785 Society, recognizing cumulative gifts of \$1 million and above, is named for the year that the University of Georgia was chartered by the Georgia General Assembly, pays homage to our impressive history and tradition of achievement as the first state-chartered university in the nation.







Cumulative Giving Societies stewardship began in 2001. Donor Relations and Stewardship began recording this information in 2012.

#### LOYALTY GIVING SOCIETY -

#### **THIRD PILLAR**

The Third Pillar is a loyalty recognition program for donors making gifts in the last three or more consecutive years. Our analytics show that the third year of consecutive giving is a very important milestone, which most often predicts continued support. We believe it is important to recognize this special achievement of loyal giving to help seal their commitment. Each Third Pillar donor receives a special mailing with a Third Pillar magnet upon their first gift of the fiscal year (see Acknowledgements on page 5).

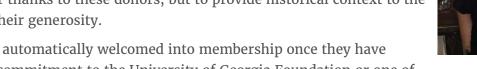
Donor Relations and Stewardship assumed responsibility for Third Pillar and began recording this information in FY16.

#### PLANNED GIVING SOCIETY

#### HERITAGE SOCIETY Gift and Estate Planning Stewardship Coordinator

The Heritage Society was established by the University of Georgia Foundation Board of Trustees to recognize the generosity of those that have documented a deferred gift to benefit the University of Georgia. Recognition is appropriate, not just to offer thanks to these donors, but to provide historical context to the magnitude of their generosity.

Individuals are automatically welcomed into membership once they have documented a commitment to the University of Georgia Foundation or one of



**Vineyard Vines scarf** 

its affiliated organizations. The Heritage Society is currently over 1000 members representing over \$250 million in documented expectancies to benefit the University. Countless scholarships, professorships, and support funds have been created through deferred gifts in addition to providing an ongoing source of unrestricted support. Members of this elite group receive special acknowledgement from the President, are honored annually in university publications, and are periodically invited to exclusive university functions.

> Heritage Society stewardship began in 1995 and is managed by Gift and Estate Planning. Please contact Gift and Estate Planning for questions.

# **EVENTS**

Donor Relations and Stewardship, in conjunction with Special Events, hosts a signature donor recognition event: Presidents Club Reception. Donor Relations and Stewardship also hosts an event celebrating our faculty, staff and retiree donors. We are focused on making these events as donor-centered and meaningful as possible, and continue to create opportunities that make it as easy as possible for UGA's fundraisers to steward and cultivate their donors. We ensure that appropriate people are invited to associated donor events, and that invitation and attending lists and other pertinent information is shared with development staff around campus.

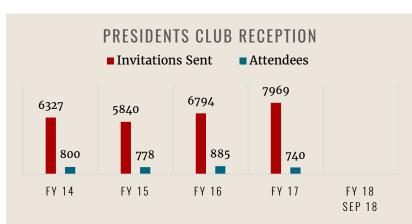
# THE PRESIDENTS CLUB RECEPTION

#### Assistant Director of Presidential Stewardship

#### **ANNUALLY IN THE FALL**

The Presidents Club Reception is an annual event held each fall (on a Friday evening before a home football game). Annual Presidents Club members are recognized for their generous contributions to the University; along with Founding Presidents Club members; Cumulative Giving Societies members), Heritage Society members (see Recognition on page 16); and individual donors who have given \$100,000 in their lifetime. Donor Relations and Stewardship works to select the brightest ambassadors to represent the UGA student body. These students interact with donors and guests during the evening and their synergy adds greatly to the success of the event.

In an effort to recognize donors at the event, donors receive a special ribbon attached to their nametag indicating their giving level and/or giving society status. These ribbons represent Presidents Club giving levels, Cumulative Giving Societies, and Heritage Society members. Donor Relations and Stewardship creates a special PowerPoint presentation that is shown in the background during the event, with a giving message that expresses sincere gratitude to our donors. Included in the presentation are quotes of gratitude from thankful UGA students who are serving as student ambassadors during the event.





**Presidents Club Ambassadors** 

Presidents Club Reception is one of the longest-running stewardship traditions at the University beginning in 1973.

Donor Relations and Stewardship began recording this information in FY13.



The FY17 Reception, taking place in November 2017, was the last reception recognizing Presidents Club members at the previous threshold of \$1,000 and above. The Reception honoring FY18 giving will take place Fall 2018.

#### FACUTLY, STAFF & RETIREE DONOR APPRECIATION RECEPTION

#### Assistant Director of Presidential Stewardship

#### ANNUALLY IN THE FALL

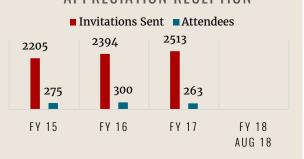
The Faculty and Staff Donor Appreciation Reception recognizes faculty, staff, and retirees at UGA who give a financial gift of any size to the university during the fiscal year. The reception is held each fall and recognizes the previous fiscal year of giving. This event is meant to be a fun party for our UGA family, which includes simple decoration with a changing

theme, fun activities, and remarks from the President.

The aim of this event is to help faculty, staff, and retirees feel appreciated for going above and beyond their normal duties by giving to UGA. It is also a way to promote the impact and significance of giving to faculty, staff, and retirees who are lapsed donors or who have never given.

Donor Relations and Stewardship began recording this information in FY13.

#### FACULTY & STAFF DONOR APPRECIATION RECEPTION



#### **2017 RECEPTION**



#### **2016 RECEPTION**



The Reception honoring FY18 giving will take place August 2018.

# **SPECIAL COMMUNICATION**

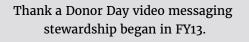
Our office strives to retain donors through relationship building. Because of this, appropriate acknowledgement occurs throughout the year—not just immediately following a gift. We utilize special days and holidays as moments to reach donors with inspiring and grateful messages year-round.

# **VIDEO MESSAGING**

Video messages are a great way to let donors hear first-hand about the impact of their gifts. We are able to bring the campus (including sights, sounds, accents, etc.) to them across the country and the world. Videos are a great form of "blanket stewardship" as we are able to touch all donor groups in a meaningful and cost-effective way. Donor Relations and Stewardship uses video messaging as a creative and cost-effective method of donor stewardship. Several videos have been created in-house and sent out to all UGA donors. These have been extremely well-received.

### THANK A DONOR DAY VIDEO

The Thank a Donor Day video is e-mailed once as a stand-alone blanket stewardship piece, again to first-time donors (see Acknowledgements on page 5), and in several more communication pieces throughout the division throughout the following fiscal year.





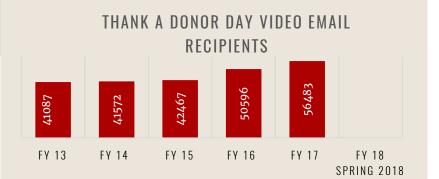


On April 12, the University of Georgia hosted our seventh annual Thank a Donor Day. Students gathered in Tate Plaza to write cards and craft posters expressing their gratitude for donors like you. Each student's UGA experience is unique, but what they all share in common is the impact of your support.

#### Thank you for making UGA what it is today.

We cannot stress enough how grateful we are for your continued support, so please enjoy this video featuring grateful students from this year's Thank a Donor Day.

PLAY THE VIDEO Video created by Ray Boland, Class of 2018. VIEW THE PHOTO GALLERY VIEW THE #UGATHANKU RECAP



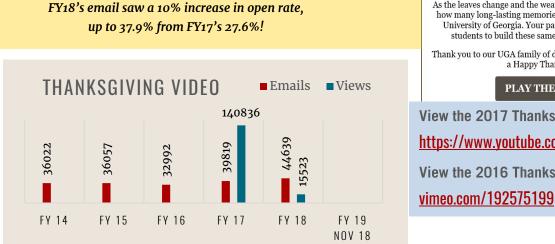
View the 2018 Thank a Donor Day video: https://www.youtube.com/watch?v=6i73DtQbK08&feature=youtu.be



FY18's Thank a Donor Day email had an open rate of 37.6%! Views continue to rise as the video is used throughout the following fiscal year for First Time Donor stewardship.

#### **THANKSGIVING VIDEO**

The Thanksgiving video contains messages of gratitude to our generous donors for their support and sends wishes for a happy Thanksgiving. This video is distributed the week before Thanksgiving. Our 2016 video was well-loved by our Administration and broke all records for views. It was shared across University-wide social media and received over 250,000 impressions on Facebook and Twitter.





\*Views indicate those from email, Facebook, Twitter & YouTube.

Thanksgiving messaging stewardship began in FY13.

#### THANK A DONOR DAY

"I wanted to take a minute and thank you for sending this – sure, I realize it's a broadcast e-mail to all the alums, but I have to say it's the first piece I've seen in a while that really made me excited and made me reach for my wallet. A really nicely done job to all of you who put it together and what SMART way to involve the whole campus in creating and culture of philanthropy. As an alum (BA in Drama, '92) and now a fundraising consultant, I'm really impressed. All the best and again, thanks for doing this."

TCB – LAS VEGAS, NEVADA

"Wow. You guys hit a home run with this idea. It honestly more than teared me up. Like one of the minitestimonials in the video, I was also the first in my family to ever go to college – and I was able to earn (my first) degree from UGA! I just cannot tell you how this video got straight to my heart. Thank you and Go Dawgs!" DKM – FALLS CHURCH, VIRGINIA

#### THANKSGIVING

"This one actually choked me up. Great job, well done!"

NJQ – ATLANTA, <u>Georgia</u>

# **BIRTHDAY CARDS**

#### Administrative Assistant

Birthday cards are sent to key donors, including: donors of \$500,000, Trustees, and top Campaign prospects. We also send cards to fundraisers and other key staff as a thank you, perhaps inspiring them to initiate similar personal touches for their donors. As with most of our acknowledgements and communications, we take much pride in designing a new birthday card each year to bring a little bit of surprise and energy to the mailing.



#### **PAST BIRTHDAY CARDS**

It is essential that our birthday card design changes each year. Our donors look forward to receiving a card that is creative and different from other branded, development materials. Past designs include:



# **SCHOLARSHIPS**

Stewarding gifts made to scholarship funds reinforces the University of Georgia's efforts to assure a donor that his or her investment is meaningful, appreciated, and being used as promised. Stewarding scholarships is a year-long process, running from the announcement of scholarships in early June through Graduation the following May. Donor Relations and Stewardship fulfills this important stewardship obligation by providing scholarship donors with recipient information and financial updates.

# **UNIVERSITY-WIDE SCHOLARSHIPS**

#### Assistant Director of Scholarship Stewardship

In addition to an Annual Endowment Report that illustrates the previous year's financial performance of the fund (see Reporting on page 11), scholarship stewardship is accomplished through acknowledgement, notification of recipient, and impact.

#### NOTIFICATION OF RECIPIENT LETTER

Beginning in October of 2017, the Assistant Director of Scholarship Support began mailing a formal letter to donor representatives announcing the names of recipients who are receiving their scholarship for the 2017–2018 academic year. This letter includes a photo and handwritten note from students who attend PAWS to Say Thank You!, and donors are asked if they would like to meet their student(s) during the academic year. This is an exciting addition to our scholarship stewardship plan, as it will be the quickest way to let donors know that their fund has been awarded.

#### Recipient Notification Letter stewardship was a new initiative for FY18.

#### **GRATITUDE REPORTS**

All UGA *non-departmental*—endowed and nonendowed scholarship funds—and their donors or donor representatives have been identified. These University-wide scholarships include those awarded through Admissions (such as Charter Scholarships) and the Office of Student Financial Aid (such as Access Scholarships), as well as all Georgia Commitment Scholarships and some awarded through the Office of Instruction. Since these scholarships are not awarded by a unit, no Development Officer is assigned to the donors for stewardship. Therefore, Donor Relations and Stewardship stewards these funds centrally.



Scholarship recipients of these University-wide funds are contacted each summer upon the announcement of their award to request personal scholarship questionnaires and photos. Students

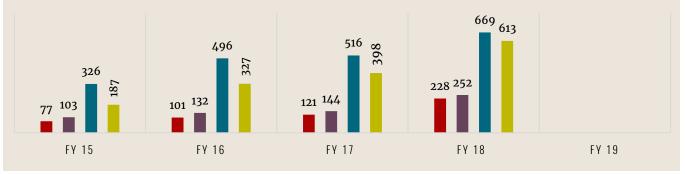
who receive a scholarship awarded by Admissions receive a t-shirt at ThankU! Orientation after completing an online thank-you questionnaire (see ThankU on page 32). Students who receive a scholarship through Financial Aid are asked to complete a similar questionnaire and to pick up a t-shirt on campus at a later date. (see ThankU on page 32).

This information is compiled into a standard format and sent to scholarship donors in their Gratitude Report in February. Gratitude Reports are colorfully designed, thoughtful and appealing packets that illustrate the importance of scholarships to the University. They are highly individualized and include thank you messages from the very students benefitting from the donors' generosity. They reinforce our appreciation separate from endowment reports and encourage continued and increased giving to these funds. A Gratitude Report is created for every endowed scholarship that we steward centrally, which includes all scholarships awarded through Financial Aid and Admissions. In the past, donors received their scholarship recipient information and thank you notes at the end of the fiscal year. Due to this initiative, donors now receive personalized recipient information while the students are receiving the donor's support. Donors are now receiving a stewardship touch three-times throughout the year, including their fall Recipient Notification, spring Gratitude Report, and following fall Endowment Report information.



#### SCHOLARSHIP FUNDS STEWARDED CENTRALLY

Scholarship Funds Donors and Donor Representatives Scholarship Recipients Scholarship Thank You Letters



#### Gratitude Report Stewardship began in FY14.

#### THANKU! SCHOLARSHIP RECIPIENT GRATITUDE

To encourage participation in the Gratitude Report questionnaire, Donor Relations and Stewardship has two programs for Admissions and Financial Aid scholarship recipients. For more information, please see our chapter on Student Gratitude (see ThankU on page 32).

NOTE: All other scholarships (departmental) are stewarded in similar fashion; however, it is the responsibility of each benefitting school, college, or unit to coordinate procedures for their scholarship funds. Donor Relations and Stewardship conducted a Scholarship Stewardship Survey to identify areas of need in this stewardship across campus in 2017 (see Team Stewardship on page 35).

## **THANK VIEW VIDEO MESSAGES**

#### Assistant Director of Scholarship Stewardship

In FY18, we tested a new product in the stewardship profession. Thank View is an easy-to-use platform that collects short video messages and delivers the message via email to the fund's beneficiary. In our first year of testing this product, we were able to deliver 60 video messages to our scholarship donors!

In FY19, we are rolling this product out with a more systematic plan to all Admissions and OSFA awarded scholarships, as well as to our units! Personalized video messaging is the future of stewardship, and we are looking forward to forging this path with our scholarship donors. We will begin tracking our progress as our plan is more strategically developed.

Thank View messaging began in FY18.

#### **ENHANCED STEWARDSHIP FOR SELECT DONORS & PROGRAMS**

#### Assistant Director of Scholarship Stewardship

With increased support for the stewardship of these funds, we hope to strengthen individualized stewardship for scholarship endowments by facilitating more recipient-donor events with the help of donors' development officers. We currently provide this type of stewardship in the following ways:

#### ANNUAL GEORGE W. WOODRUFF SCHOLARSHIP LUNCHEON

Donor Relations and Stewardship hosts the George W. Woodruff Scholarship Luncheon each spring. The luncheon includes Missie Pierce, granddaughter of George Woodruff, her husband Bill, and the current Woodruff Scholarship recipients.

FY18 marked the 30th anniversary for the Woodruff Scholarship. See more about this impactful event in Reporting (on page 11).



#### GEORGIA COMMITMENT SCHOLARSHIP PROGRAM STEWARDSHIP

We are excited to take part in stewarding Georgia Commitment Scholarships. Our development of this stewardship plan includes an annual email thanking all donors who have created a Georgia Commitment Scholarship Fund and a letter from our Vice President for Development and Alumni Relations as a fund is established. Georgia Commitment Scholars are also invited to participate in PAWS to Say Thank You! (see Student Gratitude on page 32), which encourages the student to write a hand-written note and create a Thank View video message.

#### **OTHER INDIVIDUALIZED STEWARDSHIP AS-NEEDED**

We continue to make efforts to focus on individualized stewardship plans for top scholarship donors. As part of these efforts, we plan the following as needed:

Face-to-face stewardship visits with select scholarship donors

Video interviews of scholarship recipients

Individual scholarship luncheons

The Assistant Director of Scholarship Stewardship was hired in 2014, increasing systematic enhanced stewardship.

# **CAREER CENTER COLLABORATION: DAWGS SUIT UP!**

#### **Career Center**

In 2017, Career Center created Dawgs Suit Up!, a deeply discounted professional attire event hosted by JC Penney. Students were invited to our local JC Penney store on a special day—a few weeks before the Fall Career Fair—to purchase professional clothing as they enter the intern and career market. Thanks to our Board of Trustees, a scholarship program was quickly funded. We thanked these donors through an email message following the event and a follow-up mailing of thank you messages from students that was signed by Career Center staff (shown below). Dawgs Suit Up! was such a success that our Foundation allocated funds to support the scholarship again in FY19. We look forward to collaborating with Career Center on an annual basis to thank donors of this special program.



Dawgs Suit Up! began in FY18.

# **ALUMNI ASSOCIATION COLLABORATION: 1961 CLUB**

#### Alumni Association

The 1961 Club was created in mid-FY18 by the Alumni Association to engage alumni and support the Black Alumni Scholarship Fund. We consulted with Alumni Association as they created their stewardship plan for this group of donors, and we look forward to their rollout in FY19.

# **PRESIDENTIAL STEWARDSHIP**

The addition of Presidential Stewardship to Donor Relations and Stewardship in 2016 has been monumental in keeping our team connected to Regional and Principal Giving, the President's Office, Corporate and Foundation Relations, and Special Events. Giving stewardship a seat at the table when planning for major gifts and events ensures that donors have a holistic giving experience, and our President is able to better utilize his time with donors and acknowledge their generosity personally and effectively.

# **LEADERSHIP STEWARDSHIP STRATEGY**

#### Assistant Director of Presidential Stewardship

The Assistant Director of Presidential Stewardship is a part of two meetings that discuss plans for stewarding the University's top-tier donors.

#### **COMPREHENSIVE CAMPAIGN MEETING**

This meeting occurs for Development Administration to inform the President's Office on fiscal year fundraising updates, upcoming visits with top donors, and any necessary prospect updates. The Assistant Director does not attend these meetings, but prepares a memo that covers the agenda.

#### **PRINCIPAL GIFTS PROGRESS MEETING**

The Principal Gifts meeting places Principal Gifts, Corporate and Foundation Relations, Research, Prospect Management, and other key fundraisers in the same room to discuss Prospect Plans and calendars. Principal Gifts runs this meeting and reviews active plans on the University's top campaign prospects. The Assistant Director takes notes to better understand specific top-donor relationships and fundraising goals. After this, she shares the Stewardship Strategy Report, which lists upcoming Presidential visits, donor birthdays, donors who are nearing a Cumulative Giving Society, Cumulative Giving Society recognition status, and the status of any outstanding Individual Impact Reports. This important part of the meeting allows Donor Relations and Stewardship's programs to be intentionally implemented.



**Administration Building** 

All Presidential Stewardship was initiated in 2016.

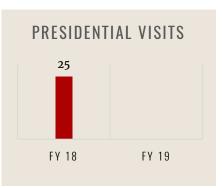
# PRESIDENTIAL DONOR VISIT PLANNING

#### Assistant Director of Presidential Stewardship

Presidential Stewardship's biggest responsibility is coordinating the stewardship experience surrounding a Development visit with the President. The Assistant Director plays a part in developing the initial proposal explaining the need for a Presidential visit, coordinating the President's schedule, creating the briefing for the President prior to the visit, and drafting a meaningful acknowledgement letter with the Prospect Manager to follow up with the donor. The ability for Donor Relations and Stewardship to house this process—including Presidential letters acknowledging gifts—allows our stewardship to fit the needs of the donor and his/her relationship to the University.

#### SCHEDULING THE VISIT

The process of planning a Presidential donor visit involves much coordination between Development Officers, the President's Office, and Donor Relations and Stewardship. The Assistant Director serves as a liaison between Development and the President by collecting a list of donors to propose to the President, along with an initial purpose from each Development Officer to support that proposal. Once the President's Office approves a visit, scheduling begins. It can take several weeks to match a date between the President's busy schedule and the schedule of our highest level of donors. As the date is set, the Assistant Director begins the briefing process.



#### CREATING THE BRIEFING

Presidential visit briefings are in-depth and require information from the Development Officer and Research, as well as all event logistics (driving/walking directions, parking instructions, attire, and special etiquette). The Assistant Director is careful in formatting these briefings in a consistent way, keeping the purpose of the visit central to the booklet. After the Development Officer's approval, the Assistant Director sends the final briefing to the President two-days before the visit.

#### ACKNOWLEDGING THE VISIT

The Assistant Director begins coordinating the follow-up letter by the President upon the visit. She checks-in with the Development Officer the morning of the visit to get a few general statements about the purpose before creating a template. After the meeting, the Assistant Director speaks with the Development Officer again to learn the tone and topics of the visit. A drafted letter is sent to the President's Office the following day to be edited, signed, and mailed.



**President's Home** 

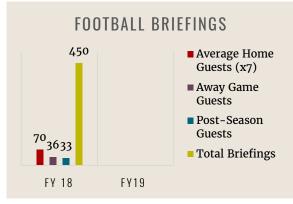
FY18 marked the first year for recording Presidential Donor Visit Planning data.

# **PRESIDENTIAL EVENT BRIEFINGS**

#### Assistant Director of Presidential Stewardship

#### **FOOTBALL SKYSUITE**

Football game days are a timeless way to interact with our donors among the excitement of college athletics. The Assistant Director begins working with the Vice President's Chief of Staff to coordinate SkySuite invitation lists in July to ensure all seats in the President's and Office of Development's Sky Suites are filled. With the help of External Support, short briefing templates have been created to make this hectic, weekly process during the Fall run seamlessly. Briefings are completed and attendee lists are updated upon RSVP's. The President and applicable Development Officers receive final briefings each Wednesday before a home game. An addendum is provided on Friday if updates need to be made.

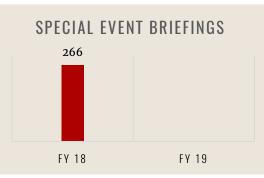


\*Briefing numbers are per couple invited to attend the game.

#### SPECIAL EVENTS

Similar to football game days, the Assistant Director also creates Presidential briefings for Development-related events. These events include: Annual Peabody Awards, regional dinners and events, and donor-hosted dinners.

FY18 marked the first year for recording this data.

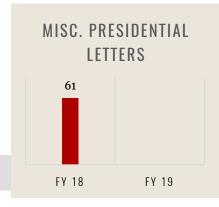


# **MISCELLANEOUS PRESIDENTIAL DEVELOPMENT LETTERS**

#### Assistant Director of Presidential Stewardship

In addition to Presidential gift acknowledgements, Presidential Stewardship includes miscellaneous letters to donors from the President. These letters include follow-up letters from Presidential visits and congratulatory letters for high-level appointments or major life events. All condolence letters are handled solely by the President's Office.

FY18 marked the first year for recording this data.



# **STUDENT GRATITUDE**

Based on the outstanding success of our Thank a Donor Day efforts, ThankU was designed as our overall student gratitude marketing plan. The idea is to create opportunities throughout the year – "from orientation to graduation" – for students to say thank you. We want UGA to be known for its thankful students, and ThankU is our part in creating an "attitude of gratitude" at UGA.

# THANKU An attitude of gratitude at UGA.

## **SCHOLARSHIP RECIPIENT GRATITUDE**

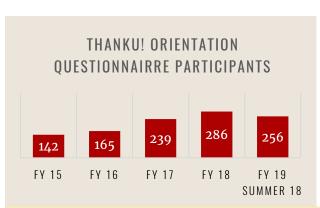
#### Assistant Director of Scholarship Stewardship

#### **THANKU! ORIENTATION**

One of the greatest challenges in stewarding scholarship donors (see Scholarships on page 25) is collecting recipient thank you notes. When we began ThankU! Orientation in 2015, we hoped that reaching students early—when they first arrive on campus for Orientation—would increase participation. This strategy showed great success! Incoming Freshmen are excited, grateful, and eager to participate.

As a result of our ThankU efforts, Admissions scholarship stewardship has been taken to higher level. Students are participating in philanthropy from day one! Through our collaboration with the Office of Undergraduate Admissions, our office requests scholarship thank you messages over the summer, and we connect with these students during UGA's Orientation resource fair. Attending Orientation allows us to target Admissions-awarded scholarship recipients as Freshmen and communicate more effectively about the source of their scholarship funds. We also use this time to encourage their participation later on in the year at events like Thank A Donor Day.

ThankU! Orientation began in FY14.

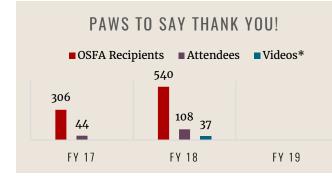


\*FY19 scholarships were awarded Summer 2018. This number is still in progress.



#### PAWS TO SAY THANK YOU!

PAWS to Say Thank You! was enacted in 2017 as a chance for our Financial Aid Scholarship recipients to say an additional thanks to their scholarship donors beyond our standard Gratitude Report maiing (see Scholarships on page 25). This collaborative event with the Office of Student Financial Aid (OSFA) occured during the first week of class in August. FY19's PAWS to Say Thank You is being reorganized into a multi-day program in order to fit into as many student schedules as possible. Participants' hand written thank you notes and Thank View videos (see Scholarships on page 25) will be collected and strategically shared with indivdual donors. Recipients will continue to receive award letters in June that include a request to fill out the online gratitude questionairre that becomes their Gratitude Report delivered to donors each spring.





\*Videos began in 2017.

#### PAWS to Say Thank You! began in FY17.

#### **GRADITUDE!**

GRADitude! is a program within the ThankU marketing plan that focuses on encouraging an attitude of GRADitude for our graduating seniors. By helping them see the impact private support has had on their college career, we hope to better educate our soon-to-be alumni about the importance of philanthropy and the role they will play as graduates of UGA. In FY19, we will be partnering with Career Center during programs in April that focus on graduating seniors, like the popular Pics with Hairy Dawg event at Tate Plaza.

#### GRADitude began in FY17.

We are experimenting with new initiatives to increase participation and look forward to growing this program in the future.

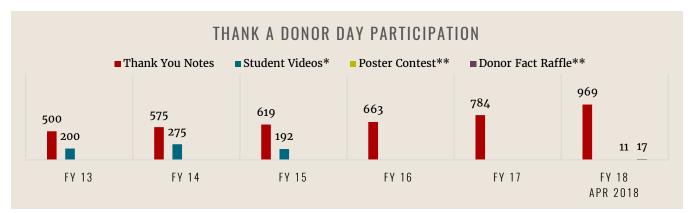


## **UNIVERSITY-WIDE STUDENT GRATITUDE**

Assistant Director of Presidential Stewardship

#### THANK A DONOR DAY

In an effort to create a culture of philanthropy at UGA, Donor Relations and Stewardship instituted UGA's first ever Thank a Donor Day in 2012. The entire UGA community is invited to observe this day of gratitude. The purpose of Thank a Donor Day is to educate students about the impact of private giving by demonstrating the difference it makes to their educational experiences while emphasizing the importance of thanking donors for their generosity.



\*The Video station ceased for FY16 due to the increasing number of students attending. \*\*The Group Poster Contest and Donor Fact Social Media Raffle began in 2017.

#### Thank a Donor Day began in FY12.

The occasion is also a perfect opportunity to collect student thank you notes, photos, video messages and other expressions of gratitude in an effort to acknowledge the generosity of our donors in a personal way. During our seventh annual Thank a Donor Day, we exceeded our goal by collecting over 950 student thank you notes—all from enthusiastic students expressing their sincere gratitude to UGA donors. Our large thank you card was completely filled with signatures, and we ran out of tshirts and cookies to give away to participants. We will continue to utilize this event to educate our students and to steward our donors.



# **TEAM STEWARDSHIP**

Conducting a campus-wide stewardship audit and creating a campus-wide stewardship community was something Donor Relations and Stewardship hoped to have the ability to do for STEWARD The survey developed into meaningful several years. conversations that clarified our unique, decentralized stewardship structures and inspired great, new ideas. Having identified the "Stewies" in our many units through this process, Team Stewardship now meets on a quarterly basis to discuss donor relations best practices and highlight stewardship efforts across campus.

### **QUARTERLY MEETINGS**

#### Assistant Director of Donor Relations and Stewardship

We work to create a stewardship community across the University by bringing together those who are involved in donor relations efforts. Donor stewardship by the central office versus individual schools and programs is not an either/or proposition. When the central office does things well, decentralized units can devote resources toward specializing stewardship for their current and prospective donors. Donor Relations and Stewardship offers leadership and support while creating opportunities for everyone to learn from each other. We offer campus-wide updates and donor relations best practices, highlight Stewie successes, and support this group through open discussion with creative ideas and professional development inspiration.



TEAM

### **THE STEW**

#### **Donor Impact Coordinator**



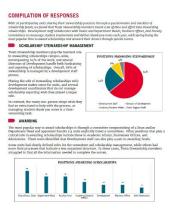
Following the second meeting of Team Stewardship, Donor Relations and Stewardship implemented an enhanced version of "meeting minutes." Produced in-house, *The Stew* is a 5-to-10-page newsletter that provides an overview of the meeting and links to supplementing materials. With professional and optimistic language, it also serves to highlight recent successes of our Stewies and elevates the work that takes place each meeting when shared with administration. The Stew has grown progressively more eyecatching with each issue and is now uploaded to the Development and Alumni Relations Issuu account. One-month after Team Stewardship, the Assistant Director of Donor Relations and Stewardship sends an email that includes a link to *The Stew*, as well as a Save the Date for the next meeting or webinar.

## **CAMPUS-WIDE STEWARDSHIP SURVEYS**

With a decentralized Development structure, it is difficult to take a clear snapshot of stewardship that occurs as each gift is made. To better understand the University's stewardship and difficulties our units face, Donor Relations and Stewardship has taken two campus-wide surveys. It was essential that these surveys were administered clearly, with a positive tone. Our team does not aim to highlight staff weaknesses or undermine a position—we aim to identify areas that need more support.

#### **2017 SCHOLARSHIP STEWARDSHIP SURVEY**

The Assistant Director of Scholarship Support and Donor Impact Coordinator recently completed a Scholarship Stewardship Survey. Stewies and their Development Directors in each unit received a personalized spreadsheet listing funds that are coded as scholarships. Over 20 units completed this checklist by marking whether or not each fund is systematically stewarded through a student thank you note. If not, they indicated a reason (for example: the fund balance is too low, it has not been awarded, or there is no donor representative). Additionally, units received a questionnaire that asked specific questions about their annual strategy for receiving thank you notes and coordinating scholarship events. We also asked if the unit faces challenges in administering their scholarship stewardship plan. The Survey results were released in November of 2017.



#### **2016 COMPREHENSIVE STEWARDSHIP SURVEY**

After several months of preparation and getting administration on board, the concept of a Stewardship Survey was finally materialized in October 2015. For the following three-months, the Senior Director and Assistant Director met with Development staff at 23 of the University's units in their places of work. Collecting this overview of stewardship activities occurring across campus gave University Development an ability to better support our units. Through greater communication, this Survey has already encouraged collaboration and provides a baseline for the future of donor relations practices. Since its release in the Spring of 2016, this survey has fostered a more cohesive campus stewardship community.

"Team Stewardship meetings are some of the most valuable and productive I have ever attended. With each meeting, you refine my grasp of what we do and all that it can accomplish, broaden my knowledge of the many facets of stewardship at UGA, and provide tools and fresh insights to help us take our work to higher levels. I woke up looking forward to today's meeting, and left feeling inspired and energized—thank you!"

-NANCY

"I truly cannot thank you and your hard working team enough for taking the time to develop and implement Team Stewardship. I walked away with ideas that have made my working life easier (hooray!), improved my organizational techniques, and overall improved our stewardship plan... In addition to my professional growth, it was amazing to be surrounded by a group of people who can relate to my work woes and success stories. I walked away... feeling like I have allies on campus that I can call on when I have a question, and I cannot thank you enough for that."

# **STRATEGIC PLAN**

As we move into the future, Donor Relations and Stewardship will continue to fulfill its mission of sustaining lifelong relationships with the University's donors by remaining a thoughtful and creative team that puts gratitude at the center of our efforts. We plan to improve and expand upon our donor-centered programming each year and look forward to achieving our goals.

### **CORE OBJECTIVES**

KEEP GRATITUDE AT THE CENTER OF OUR WORK INSPIRE INNOVATION AND COLLABORATION ADVOCATE FOR DONOR NEEDS ENGAGE DONORS THROUGH FRESH, MEANINGFUL STEWARDSHIP SHARPEN PERSONALIZED STEWARDSHIP ADVANCE THE STEWARDSHIP PROFESSION ENCOURAGE AN "ATTITUDE OF GRATITUDE" CAMPUS-WIDE

## **ANNUAL GOALS**

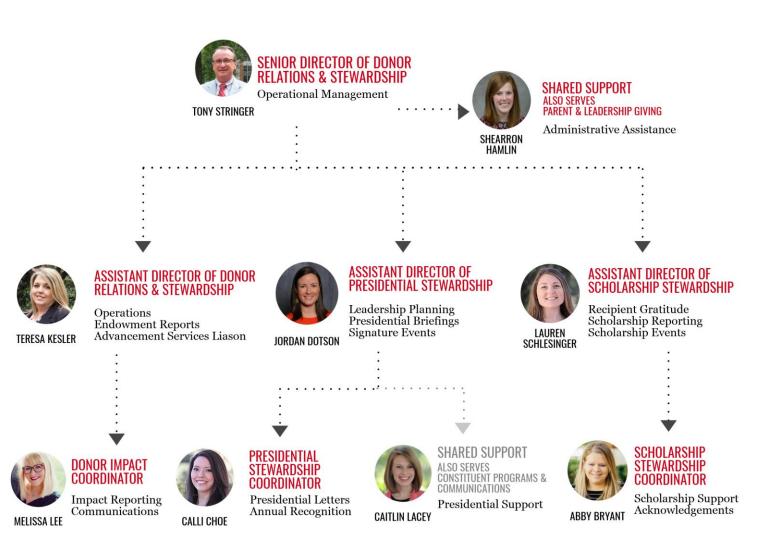
- ✓ Assess successes and struggles annually.
- ✓ Check in as a team weekly.
- ✓ Debrief from special events or project roll-outs within one-week following the project.
- ✓ Utilize Team Stewardship as a way to brainstorm and hear unit concerns before rolling out a new project.
- ✓ Develop teamwork and professional skills through Training & Development courses, webinars, and continuing education.
- ✓ Improve processes for acknowledging, reporting, recognizing, and engaging donors.
- ✓ Increase student and faculty gratitude participation.

## 2017 FIVE-YEAR GOALS

GOAL	FISCAL YEAR
Implement Endowed Faculty Impact Reporting	<ul><li>✓ 2018</li></ul>
Implement New Presidents Club Threshold and Decal Program	<ul><li>✓ 2018</li></ul>
Implement Donor Impact Coordinator Position	<ul><li>✓ 2018</li></ul>
Implement New Thresholds for Print and Online Honor Roll of Donors	<ul><li>✓ 2018</li></ul>
Implement Cumulative Giving Societies (CGS) Recognition Piece Delivery	<ul><li>✓ 2018</li></ul>
Increase Scholarship Recipient Participation	<ul><li>✓ 2018</li></ul>
Strategically Plan Georgia Commitment Scholarship Stewardship & Events	✓ 2018
Propose ThankU! Ambassadors/Stronger SAA Participation	✓ 2018
Advocate for an Updated Donor Relations Website	<ul><li>✓ 2018</li></ul>
Strengthen Personalized, Fund, and Endowed Faculty Impact Pieces	2019
Further Explore CGS/Platinum & Gold Presidents Club Brunch Plans	2019
Propose Raising Threshold for Presidential Gift Acknowledgements	2019
Begin Planning Post-Campaign Stewardship	2019
Implement Updated Donor Relations Website	2019
Rollout ThankView Campus-wide (Including Style Guides & Training)	2019
Collaborate with Instruction (OVPI) to Implement Campus Logic	2019
Collaborate with OVPI & Legal Affairs to Determine Student Data Policies	2019
Explore the Idea of Expanding Gratitude Reports Campus-wide	2019
Collaborate with Development Officers to Distribute CGS Recognition	2019
Collaborate with Gift & Estate Planning (GEP) in Donor Survey	2019
Further Explore Endowed Donor Giving Story Collection/Communication	2019
Build Web Presence of Scholarship/Endowed Faculty Donors	2020
Finalize Post-Campaign Stewardship Plan	2020
Create Plan to Celebrate the 10 <sup>th</sup> Anniversary of Thank a Donor Day	2020
Implement Celebration of the 10 <sup>th</sup> Anniversary of Thank a Donor Day	2021
Implement Post-Campaign Stewardship	2021
Update the Campus-wide Stewardship Survey	2021
Propose Eliminating Honor Roll of Donors	2021
Implement Endowed Faculty Event	2021
Begin Stewardship Plan for Future Campaign	2022

# THE DREAM TEAM

We're fortunate to have a team of seven full-time employees and two positions of shared support. All nine of us are dedicated to our mission and goals. It's taken several years to grow our team to this size, and each of our roles have morphed according to our individual and team strengths and weaknesses.



## "Great vision without great people is irrelevant." -JIM COLLINS

#### **SENIOR DIRECTOR OF DONOR RELATIONS & STEWARDSHIP**

#### **Tony Stringer**

The Senior Director of Donor Relations and Stewardship is essential to Donor Relations and Stewardship by overseeing all projects produced by the office. By serving as the direct report for Assistant Directors and Administrative Assistance, this position supervises the team as a whole and drives the collective mission of acknowledging, recognizing, stewarding, and engaging University-wide giving at the University of Georgia.

#### **ASSISTANT DIRECTOR OF DONOR RELATIONS & STEWARDSHIP**

#### Teresa Kesler

The Assistant Director is essential to Donor Relations and Stewardship by supervising and training staff and student workers, assisting with budget and project management, and resolving difficult donor questions. This position is also tasked as the GAIL data analyst by fulfilling the majority of data requests, developing and running queries, and collaborating with IT to ensure that all data needs are met. The Assistant Director manages Founding Presidents Club parking and supervises the Donor Impact Coordinator, including the production of Endowed Faculty Impact Reports and Individual Impact Reports. The Assistant Director has sole responsibility for the annual Endowment Report project.

#### ASSISTANT DIRECTOR OF PRESIDENTIAL STEWARDSHIP

#### Jordan Dotson

The Assistant Director of Presidential Stewardship is essential to Donor Relations and Stewardship by serving as the liaison to various administration offices, coordinating the Presidential donor visit process, managing Donor Relations and Stewardship events, and assisting in general office management. This position works with the President's Office, Vice President's Office, Principal Gifts Team, and Office of Corporate and Foundation Relations to schedule donor visits, create briefings, and generate necessary follow-up letters or gifts, as well as manage Development-related invitation lists and guest briefings (including: Peabody Awards, President's SkySuite, Champions for Scholars, and Regional Donor Trips). The Assistant Director of Presidential Stewardship is also responsible for coordinating and executing Donor Relations and Stewardship's signature events (including: Thank a Donor Day, Faculty/Staff/Retiree Donor Appreciation Reception, and Presidents Club Reception). This role oversees the Presidential Stewardship Coordinator and administrative staff that is periodically provided to the unit, including all accounts payable processes for the Donor Relations and Stewardship. In addition, this position assists the Assistant Director of Donor Relations and Stewardship on the GAIL database (events module, import selections, etc.).

#### ASSISTANT DIRECTOR OF SCHOLARSHIP STEWARDSHIP

#### Lauren Schlesinger

The Assistant Director of Scholarship Stewardship is essential to Donor Relations and Stewardship by managing and implementing strategic stewardship for University-wide scholarship funds. This position works with Admissions, Financial Aid, and Instruction, as well as Regional and Constituent-based Development teams to ensure that endowed and non-endowed scholarship funds are properly awarded and stewarded through annual Gratitude Reports and individual stewardship as needed. The Assistant Director of Scholarship Stewardship manages the Scholarship Stewardship Coordinator to plan and implement ThankU program activities, including: Orientation, PAWS to Say Thank You, and GRADitude, to increase scholarship recipient gratitude participation. Additionally, this role oversees the acknowledgement procedures managed by the Scholarship Stewardship Coordinator, including: memorial and honorary gift, first-time donor, second-time donor, loyalty, and Georgia tag acknowledgements.

#### **PRESIDENTIAL STEWARDSHIP COORDINATOR**

#### Calli Choe

Reporting to the Assistant Director of Presidential Stewardship, the Presidential Stewardship Coordinator is essential to Donor Relations and Stewardship by managing the highly personalized process of Presidential gift acknowledgements and annual recognition. This position works with Development Directors and Officers to create highly-personalized mailings for the University's top donors and is responsible for generating the accurate and timely Presidential acknowledgements for major gifts and pledges, managing Presidents Club welcome packet mailings, and compiling the Honor Roll of Donors for the Annual Report to Donors. The Presidential Stewardship Coordinator also supports event management and the production of miscellaneous Presidential letters.

#### **DONOR IMPACT COORDINATOR**

#### Melissa Lee

Reporting to the Assistant Director of Donor Relations and Stewardship, the Donor Impact Coordinator is essential to Donor Relations and Stewardship by coordinating personalized donor communications and supporting the Office's mission through proposal-writing and presentations. This position is responsible for producing and managing new University-wide Comprehensive Donor Impact Reports, coordinating Endowed Faculty Impact Reports, developing special fund-specific impact reports, and assisting the Assistant Director as needed with Team Stewardship planning and Endowment Reports. The Donor Impact Coordinator also serves as the liaison for the Development Communications office and Donor Relations web captain for the new giving website. Additionally, this position creates internal and external presentations and proposals, maintains the Stewardship Overview and Strategic Plans, and authors the quarterly Team Stewardship Newsletter, The Stew.

#### SCHOLARSHIP STEWARDSHIP COORDINATOR

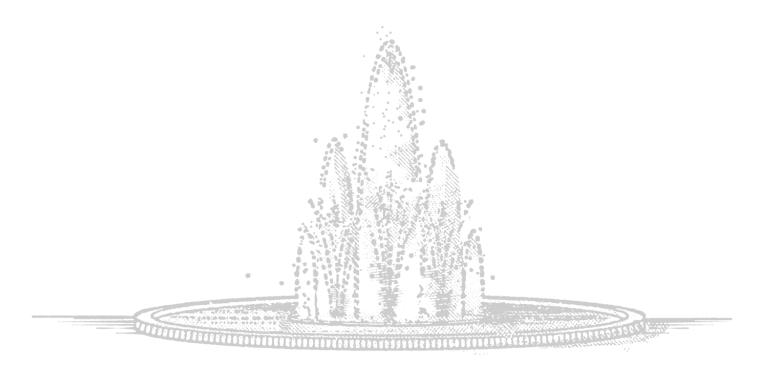
#### Abby Bryant

Reporting to the Assistant Director of Scholarship Stewardship, the Scholarship Stewardship Coordinator is essential to Donor Relations and Stewardship by assisting in implementing creative stewardship of University-wide scholarship funds and managing general acknowledgements. While the majority of this role supports scholarship stewardship by assisting in annual Orientation, Gratitude Reports, Recipient Notification, and PAWS to Say Thank You, the Scholarship Stewardship Coordinator devotes a weekly-work flow to other important stewardship projects, including: memorial and honorary gift notifications, and first-time, second-time, loyalty, and Georgia tag acknowledgements. This role works with all units to ensure accurate acknowledgment and assists with all Donor Relations and Stewardship events and special projects as needed.

#### **ADMINISTRATIVE ASSISTANT**

#### Shearron Hamlin

The Administrative Assistant is essential to Donor Relations and Stewardship by assisting the Senior Director in business affairs, including payments and reimbursements, and Milledge Center frontof-house management. This shared position also supports Parent and Leadership Giving. The Administrative Assistant manages State and Foundation check requests and staff reimbursements, travel budgets and arrangements, and fields all phone calls to Milledge Center's mail line. This position also provides proofreading support for Presidential letters, Vice Presidential scholarship letters, and Gratitude Reports. Additionally, this multi-faceted support role serves as the face of the Foundation, coordinating deliveries and interacts with many donors and staff across the University.





## 2019 Calendar

JULY 2018 - JUNE 2019

JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MAR
		l l		Presidential Gift Ac	knowledgements + M	iscellaneous Presidential	Letters (weekly)	
		Presidents Club Welcome Packets ( <i>monthly</i> ) Georgia Commitment Scholarship VP Acknowledgements ( <i>weekly</i> )						
						Tag Mailed Acknowledge		
				First Time I	Donor + FSR Donor Er Third Pillar Magne	nail Acknowledgements (	weekly)	
					Tribute Acknowled	gements (weekly)		
					Birthday C			
					CGS Recognit	ion (monthly)		
	FY18 Donor Event Prepar	ation					Thank a	Donor Day Eve
	FSR Donor	Presidents Clu	b					
	Reception August 21, 2018	Reception September 28, 20	19					
President	s Club Decal	September 28, 20	718					
	ll of Donors							
		Football Sky Suite Br	iefings (weekly)					
					Presidential Visit B	riefings (as needed)		
		T	Thanksgiving Ste					
FY19 Ori	entation			Encourage Scholarship F	Recipient Gratitude			
	FY19 Recipient Notific	ation	Thank View Videos			FY19 Gratitude Report Report Production		
	Letter			nail Delivery ndividual Stewardship		Report Produ		Voodruff Schola
				(as needed)				Luncheon
FY18	8 Endowed Faculty Impact							
	Report Production	Individual In	npact Report				Individual Impact	Poport
		Donor De	termined				TBD	Report
		Presidents Clu	b Newsletter					
	FY18 Endowm	ent Report						
Теа	Report Proc m Stewardship	duction	Te	eam Stewardship			Team Stewardship	
	erview Closeout/Refresh	The Stew		Overview Refresh	The	Stew		-
	erview closeout/kerresir	The stew		Overview Refresh	ine	Stew		TI FY20 Ann
Update DE	V 101						Award Prep	TIZO AIII
				Stra	ategic Plan <u>ning &amp; Pro</u>	posal Writing (as needed)		
Y19 Roll-Out					0 0	FY20 Budget		
						Planning		
	Suit	: Up!						
							Pro	oposed Top Tier

General Communication
Presidential Stewardship
Signature Event
Team Planning
Proposed Project

Scholarship Stewardship Financial & Impact Reporting Communication Planning Collaboration

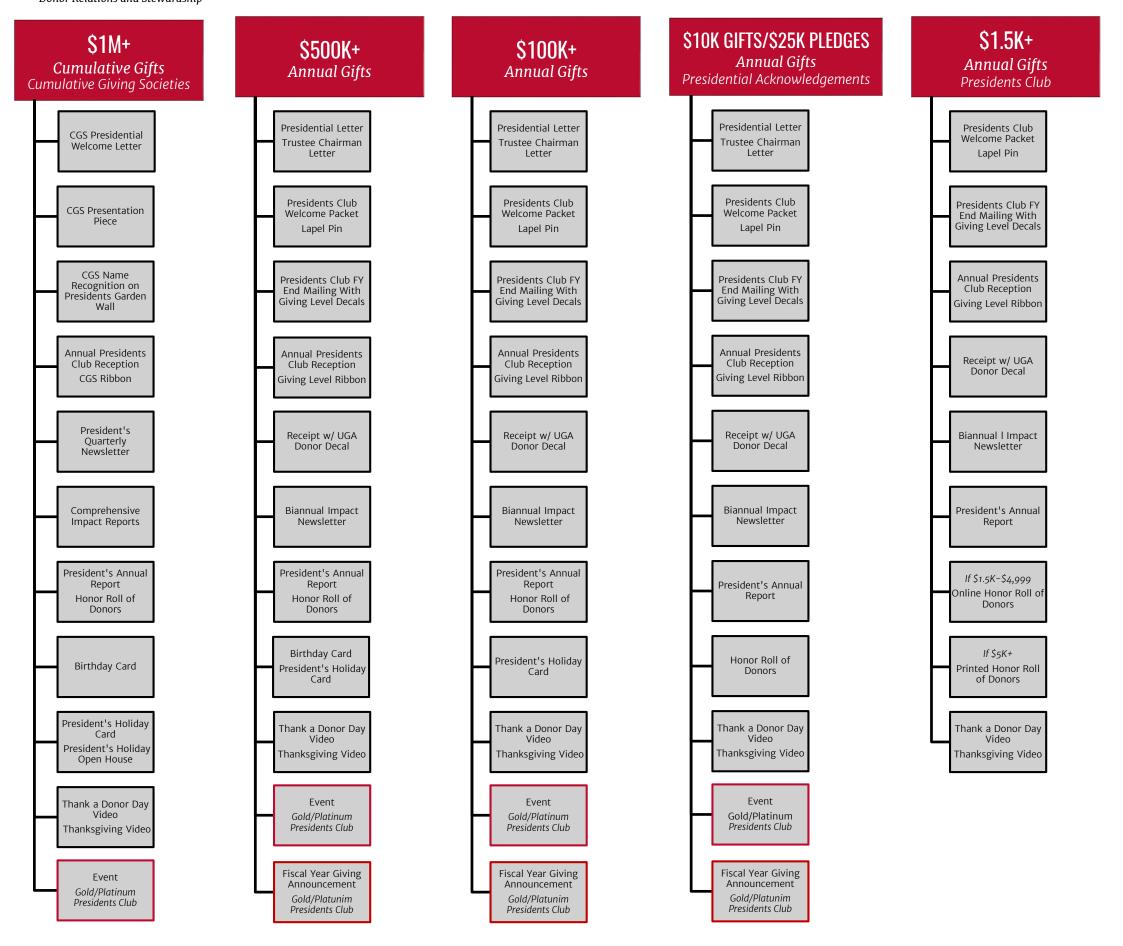
RCH	A	PRIL	MAY	JUNE	
					_
ent Prepa	ration				
	Thank a l	Donor			
	Day				
	April 11,	2019			
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C	ollect Unit P		Information Stewardship		
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The Stew nual Communication Des			erview Refresh	The Stew	
nual Com			& Presentation	Drop	
		omerence	& Presentation	РГЕР	
		FY20 Pla	anning & Evalua	tions	
er Preside	nts Club E	/ent			

KEY



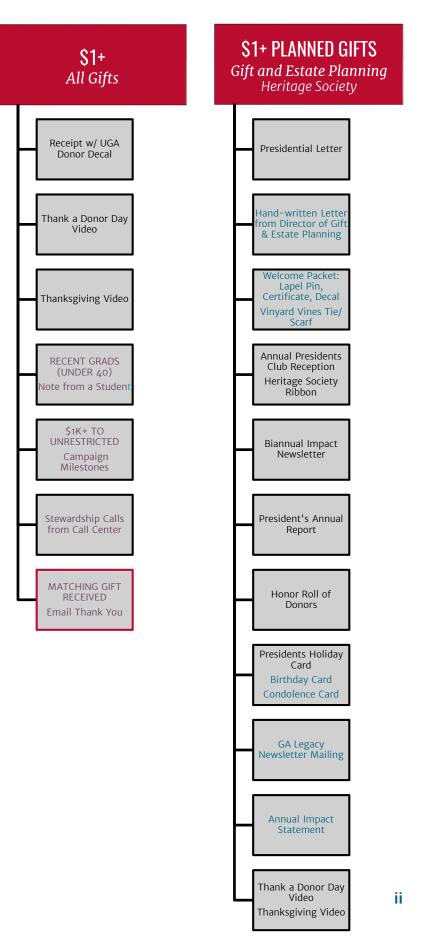
## 2019 Stewardship Matrix

**UNIVERSITY-WIDE STEWARDSHIP BY GIFT AMOUNT** 



Donor Relations & Stewardship Annual Giving Gift & Estate Planning

<b>Current Stewardship</b>
Future Stewardship





## 2019 Stewardship Matrix

UNIVERSITY-WIDE STEWARDSHIP BY TYPE OF DONOR

