Philanthropic Naming Request

Addendum to Gift Agreement

**Advancement Staff:** This form is not required for philanthropically-named scholarships and prizes. Please submit to Gift Administration via Service Desk with relevant Gift Agreement.

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| **Asset details** |
| **Proposed name of asset** |  |
| **Current name and purpose of asset (if any)** |  |
| **Period of naming** |  |
| **Asset type** |
| [ ] Building / major part of building (including rooms)[ ] Road (traditionally reserved to honour past Chancellors)[ ] School / Institute[ ] Research Centre[ ] Public space, garden, and major feature (including sporting facilities, fountains, sculptures and works of art)[ ] Cultural, library and scientific collection[ ] Minor feature (including but not limited to benches, auditorium seating, trees, and plants, pathways, plaques and natural or  environmental features) | [ ] Professorial Chair[ ] Research Fellowship[ ] Lecture series[ ] Visiting Fellowship[ ] Work integrated learning, work experience and internship program[ ] Student enrichment program[ ] Scholarship [ ] Prize |
| Location on campus (for physical assets) | N/A |
|  **Eligibility** |
|  To be completed by nominator:[ ]  This gift complies with all eligibility and principles for philanthropic naming under the UQ Naming Policy.[ ]  This gift meets the philanthropic minimums outlined in the Naming Local Standard Operating Procedure. To be completed by Advancement and Community Engagement:[ ]  Due diligence and reputational risk screening has been conducted by the ACE Prospect Development team and assessed with nominator.  |
|  **Naming Request details** |
|  **Background and rationale** **Key Issues or risks** **Internal consultation**  **External consultation and/or benchmarking** **Financial implications** **Implementation plan** |
| **Nominator details** |
| **Name** |  **Role / Organisational unit** |  **Date** |
|  |  |  |
| **Endorsement and Approval** *(as relevant - refer to UQ Naming Policy)* |
| **Reviewer** |  **Date** |  **Outcome** |
| **Senior Leadership Forum Member** |  |  |
| **Director, Campus Planning (Property and Facilities)** |  |  |
| **Vice-President (Advancement and Community Engagement)** |  |  |
| **Relevant USET Member** |  |  |
| **University Senior Executive Team** |  |  |
| **Vice-Chancellor** |  |  |
| **Senate Governance Committee** |  |  |
| **Senate** |  |  |

**Attachment 1 – Further background**