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.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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**