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OFFICE OF ADVANCEMENT

ENDOWMENT

HOW-TO GUIDE

Establish a lasting legacy at Hampton University. Endowments invest your gift's principle in perpetuity, with earnings continually supporting your designated purpose. **Follow these steps to align your philanthropic goals with your personal legacy:**

1 Submit an Inquiry

Begin by completing the Hampton University Endowment Inquiry Form, available on our website, to express your interest.

2 Discuss Your Vision

The Office of Advancement & External Engagement will contact you to define your endowment's purpose, type, and funding level.

3 Select Endowment Type & Meet Minimums

Choose from various types, each with specific minimums:

- **Endowed Scholarship:** \$50,000.
- **Endowed University Professorship:** \$1 million.
- **Endowed Lectureship:** \$300,000.
- **Naming Rights Endowment (for new facilities):** 51% of total construction costs.
- Other types include **Endowed Deanship, Endowed Program Fund, Graduate Fellowship Endowment,** and **Maintenance Endowment.**

4 Execute Gift Agreement

A formal agreement will outline your intent, the endowment's name, funding details, and beneficiary criteria.

5 Fund Your Endowment

Provide your gift upfront or through a pledge (up to five years). A pre-endowment fund can start with a \$25,000 pledge, with intent to meet the minimum.

6 Activation & Management

Once funded and invested, spending begins. Funds are managed to generate income while preserving principal.

7 Receive Reports

Get regular reports on your endowment's financial performance and impact.