

Original Policy Approved
by Board of Trustees
September 27, 1991



UC San Diego Foundation

UC SAN DIEGO FOUNDATION **POLICY ON ADDITION OF UNEXPECTED INCOME** **TO PRINCIPAL FOR VACANT ENDOWED CHAIRS**

General Policy

When appropriately authorized by the donor and the necessary UCSD officials, unexpected income in excess of one year's accumulated interest will be added to endowment principal of vacant endowed chairs at the end of each fiscal year.

UC SAN DIEGO FOUNDATION
PROCEDURES FOR ADDITION OF UNEXPECTED INCOME
TO PRINCIPAL FOR VACANT ENDOWED CHAIRS

PROCEDURES

- A. Financial and Accounting Systems will conduct an annual review of all endowed chairs with unexpected current fund balances in excess of one year's accumulated income as of each March 31 and will determine those funds eligible for returning income to principal.
- B. Financial and Accounting Systems will submit a notice of those funds eligible for addition of unexpected income to principal to the appropriate academic departments:
- Vice Chancellor – Academic Affairs: Endowed chairs general campus
Dean, Academic Affairs – SOM: Endowed chairs SOM
Vice Chancellor – Marine Sciences: Endowed chairs SIO
- C. Financial and Accounting Systems will instruct the appropriate academic departments to:
1. Determine the amount to be added to fund principal and/or the amount to remain in fund balance.
 2. Petition the Chancellor to authorize the addition of unexpected income to principal for each fund desired.
 3. Forward the Chancellor's written authorization to Financial and Accounting Systems for implementation.
- D. If written authorization from the Chancellor to return earned income to principal is not received, unexpected income will be retained in fund balance at year-end.