

HCC FOUNDATION REQUIRED CONTRIBUTION POLICY TO THE HCC FOUNDATION SOAR FOR EXCELLENCE FUND

Effective September 1, 2025 (FY2026 and Beyond)

Summary Paragraph

Beginning September 1, 2025, all donations to the HCC Foundation will include a **10% contribution to the unrestricted HCC Foundation Soar for Excellence Fund**, which provides flexible resources to meet the greatest needs of our students and programs. Certain exceptions apply.

General Policy

Beginning September 1, 2025, all donations to the Houston City College Foundation (HCC Foundation) will include a **10% contribution to the Soar for Excellence Fund**. This unrestricted fund supports the Foundation's highest priorities, ensuring resources are available where they are needed most.

Exceptions

The following categories are exempt or subject to a phased contribution schedule:

- **HCC Conferences, Career Services, and Affinity Groups**
(Faculty Senate, Staff Senate, Alumni Association, etc.)
 - 4% contribution
- **Endowment Principal Contributions**
 - 0% contribution
- **Faculty and Staff Contributions**
- 0% contribution
(Includes the Faculty and Staff Bedichek-Orman Auction Event.)
- **HCC Foundation Event Sponsorships**
 - 0% contribution
- **Private Scholarships**
 - 0% contribution

One-Pager (for Board and Staff use)

Why This Policy Matters

The Soar for Excellence Fund ensures the HCC Foundation has flexible, unrestricted resources to support students, programs, and urgent priorities where they are needed most.

General Policy

- Beginning September 1, 2025, all donations include a 10% contribution to the Soar for Excellence Fund.

Exceptions

- Conferences, Career Services, Affinity Groups
 - 4%
- Endowment Principal: 0%
- Faculty & Staff Contributions: 0%
(Includes the Faculty and Staff Bedichek-Orman Auction Event.)
- HCCF Event Sponsorships: 0%
- Private Scholarships: 0%

Key Message

This policy balances **fairness, sustainability, and donor trust** while securing vital unrestricted funding to advance the HCC Foundation's mission.

Agreement Language

Most overhead and administrative expenses incurred by the HCC Foundation are covered by Houston Community College. Therefore, rather than assessing an Administrative Fee, HCC Foundation instead, a portion of each restricted gift, currently set at **10%**, will be directed to the HCC Foundation's **Soar for Excellence Fund**. This unrestricted fund provides flexible resources to address the Foundation's greatest needs and is governed by policies approved by the HCC Foundation Board.

Donor-Facing Language - Proposals

To help HCC students thrive, a portion of each restricted gift (currently 10%) also supports the **Soar for Excellence Fund**. This fund gives the Foundation flexibility to respond to the greatest needs, ensuring your generosity has the broadest and most lasting impact.