

**The Student Government Association (SGA–MO)
Gaber–Martin Honorary Student Travel Fund
Endowed Gift Agreement**

- Name:** This endowment shall be known as The SGA Gaber–Martin Honorary Student Travel Fund for the Missouri campus students of A.T. Still University (ATSU).
- Establishment:** This fund has been established by the ATSU Student Government Association (SGA) of the Missouri campus in honor of the SGA advisors on the Missouri campus, Ron Gaber and Dan Martin, for their selfless contributions and support of students. Each year after the close of ATSU’s fiscal year, the donor or other named individuals, will receive an annual report on the activity relative to the endowment. The annual fund report should be sent to:
- SGA President – Missouri Campus
c/o SGA Advisor(s)
ATSU
Kirksville, MO
- Purpose:** The purpose of this endowment fund is to provide financial support to ATSU – Missouri students planning to attend professional conferences or national/international educational opportunities. Income from the fund will be used to assist the selected recipient(s) with the travel expenses associated with attending educational opportunities (i.e., travel expenses, food, lodging, etc.).
- Funding:** This endowment will be funded with a donation from the SGA – Missouri campus. The fund will be recognized as a named endowment when the principal balance reaches the minimal amount of \$10,000 as required by ATSU policy. If the minimum endowment amount of \$10,000 is not reached by the end of five years from the date of signing of these guidelines, ATSU, after consultation with the donor, may transfer the balance to another fund administered by ATSU.
- Anyone having an interest in supporting this fund, either now or in the future, is invited to make contributions. Contributions may be made in the form of current gifts or deferred gifts.
- Management:** A. T. Still University (ATSU) will at its sole discretion manage and invest the funds. The amount of income available each year for SGA–MO student travel awards will be dependent upon the endowment fund total principal and performance of the fund's investments. Current University investment policy, which is subject to change by the University, directs that eighty percent (80%) of annual earnings will be made available for distribution and twenty percent (20%) of the annual earnings will be reinvested into the fund principal. This allows the fund to grow, thus producing increased financial support in future years while adjusting for inflation.

Award

Applications: Annually the ATSU Office of Student Financial Services, in conjunction with the SGA-MO President, shall notify the student body in writing by January 1 that funds to support student travel may be available for award(s). Award applications are available from the ATSU Office of Student Financial Services.

Selection Criteria: In administering the fund, ATSU will distribute the amount available for awarding in accordance with the following criteria:

- A. Applicant(s) must be duly enrolled within a program at ATSU – Missouri campus in the year the award is made and be considered in good academic standing (i.e., not on academic probation).
- B. The ATSU Student Scholarship and Awards Committee (consisting of ATSU faculty and staff), in consultation with the SGA-MO, shall select award recipient(s) based on the following:
 1. All applicant(s) must complete and submit an award application obtained from the ATSU Office of Student Financial Services. The award(s) must be used to attend professional conferences or national/international educational opportunities.
 2. Additional materials that must be submitted with the application includes:
 - a. A current curriculum vitae, resume, or ATSU *LeaderScript*.
 - b. A detailed budget of all estimated expenses and other sources of funding associated with attending the educational opportunity.
 - c. A written essay of no more than 1,000 words regarding how the applicant believes this educational opportunity will benefit him/her and possibly others.
 - d. All applications must be submitted no later than March 1 each calendar year for consideration.

- Awards:
- A. Award recipient(s) will be selected by April 1 each calendar year.
 - B. The number and amount of awards given annually will be dependent on the amount of funds available.
 - C. The ATSU Student Scholarship and Awards Committee, in cooperation with the SGA-MO, shall notify recipient(s) of the award(s) immediately following selection with an official letter of award. The Office of Student Financial Services shall request the awarded funds from the ATSU Treasurer's Office and distribute them accordingly.
 - D. Upon the completed travel, award recipient(s) will be required to:
 1. Submit a detailed expenditure report, including receipts, relating to the awarded travel funds to the SGA-MO advisor(s) for approval.

2. Make an oral presentation to the SGA–MO general council within thirty days of the completed travel, which describes the purpose and final outcome of the award.

Recognition: The SGA Gaber–Martin Honorary Student Travel Fund Endowment will receive official recognition in all appropriate University publications unless the donor expressly states a desire to forego public recognition. Letters of appreciation from the annual award recipient(s) are encouraged and should be sent to the SGA – Missouri campus.

Amendment: Except as otherwise provided herein, these guidelines may be amended during the donor’s lifetime only by mutual written consent of the donor and ATSU.

When a person, organization, foundation or corporation’s activities reflect negatively on ATSU’s public image, or are in material conflict with ATSU’s mission and/or policies, ATSU has the right to terminate the name even if such name was originally deemed to be in perpetuity.

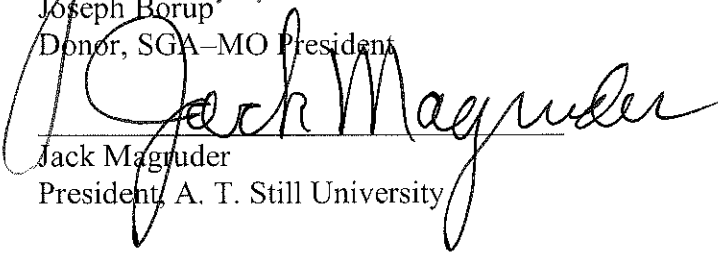
Alternative Application: In the event that it becomes apparent at some future date that it is no longer possible for this fund to be used as specified herein, then ATSU will consult with the donor, if possible, and will determine how to utilize the amount available for awards from the fund in a manner that coincides as closely as possible with the donor’s original intent. In any such alternate application of the amount available for awards, the endowed fund shall continue to be clearly identified as The SGA Gaber–Martin Endowment Fund.

Any disputes relating to the application, construction, interpretation, or enforcement of this Agreement shall be governed by the laws of the State of Missouri and shall be heard, decided and resolved in Adair County, Missouri.

Executed this 4th day of Oct, 2010.



Joseph Borup
Donor, SGA–MO President



Jack Magruder
President, A. T. Still University