



## Church Matching Gift Program

Dallas Baptist University will match designated Christian church gifts for DBU students up to, but not exceeding, \$3,500.00 per academic year per student. The following is a list of scholarship provisions and requirements for the DBU church matching gift program which must be completely reviewed and followed by each participating church and student:

1. The scholarship program applies for both graduate and undergraduate students, full-time or part-time.
2. The scholarship program only matches funds from Christian churches that hold Jesus Christ to be Lord and Savior. Gifts from denominations (e.g. Baptist General Convention of Texas, United Methodist Conference, etc.) or para-church organizations (e.g. Campus Crusade for Christ, BSM, Focus on the Family, etc.) are not included in this matching gift program. This is a matching scholarship program for individual churches only. The recommended student must be an active member or student member in the church providing the scholarship.
3. Scholarships under this policy are limited to a \$3,500 DBU match per academic year per student. The academic year begins with the fall terms (including August mini-terms), extends through winter and spring terms, and ends with the summer terms. The DBU matching scholarship can only be used to cover current actual costs charged to the student account within the current academic year and not for past bills. Any unused matching gift portion of the scholarship may be moved forward to another semester within the same academic year, but cannot be transferred to another future academic year. If unused matching funds still exist after the summer semester, they will be forfeited. There will be no exceptions to this policy.
4. Scholarship funds given to DBU should be managed by the church and cannot originate with the student, the student's family, or with friends who give to benefit a specific student, creating a "pass through gift" situation. DBU's Church Matching Gift Program is consistent with federal Internal Revenue Service regulations that restrict donors from financially supporting individuals through scholarships for the purpose of obtaining a tax benefit. The church should explain these limitations to individuals who contribute to the scholarship fund. Contributions to the scholarship fund for which a tax benefit will be sought should not be motivated by a desire to assist a specific student, but rather a general desire to assist students from the church who are pursuing their education at DBU. Any questions regarding this issue should be independently directed to a competent attorney, CPA, or tax consultant.
5. Before a scholarship gift is made to DBU, the church must determine that this scholarship program is within its benevolent and charitable purposes. Funds cannot be designated by the donor for a specific student and then expect to be matched by DBU. Once the church has determined that it desires to set up a scholarship fund, the treasurer, pastor, or other church designee may recommend a specific student (or students) to receive the scholarship, although the final discretion regarding which student from the church will be awarded resides with DBU.
6. A check for each Church Matching Gift disbursement should be made payable to Dallas Baptist University and sent to the Office of Financial Aid. Notation should be made on each check identifying the student who is recommended to receive the scholarship by name and student ID or SSN, as well as the semester to which the scholarship is to be applied. A church check is preferred. If payment is made in the form of a non-church check, wire, cashier's check or money order, it must be accompanied by a letter on church letterhead denoting the above information. Cash and credit card payments cannot be accepted, and all funds must be paid in U.S. dollars.
7. The Office of Financial Aid reserves the right to request additional documentation from the churches participating in DBU's Church Matching Gift Program to verify eligibility. DBU will have final say related to questions of eligibility for a specific student or church.
8. Although athletes may be eligible to receive church scholarships, DBU cannot provide church matching funds to student athletes per NCAA regulations.

*Please note that no provisions of this policy constitute or may be relied upon as legal advice to a church or individual.*