

# Establishing Awards

## Quick Guide

Education can change a person's life, and support for student awards ensures no student is denied a quality education due to their financial position. Your support makes education more accessible to all qualified students wanting to pursue their passion. It helps Thompson Rivers University (TRU) attract outstanding students from our local region and across Canada. Your financial gift gives you the opportunity to have a profound impact in the lives of students and in your community. Your support makes a difference.

### Step 1: Determine the type of award you want to create.

The TRU Foundation has three funding options for student support: bursaries, scholarships, and awards. Whether your intent is to assist a student struggling financially, reward a student for academic achievement in a course or over a period of time, or acknowledge a student's ability to balance academic performance with other accomplishments and interests, we can help you make an investment that has an impact.

### Step 2: Determine how you will fund your award.

#### Annual Gift:

- Donors can fund their awards on a year-to-year basis with an annual gift or multi-year pledge.
- You can create a named annual award with a minimum commitment of \$1,000 per year for five years.

#### Endowment:

- Funds from the donor are invested by the TRU Foundation and the interest earned produces revenue to fund the award annually and in perpetuity.
- You can create a named endowment with a minimum contribution of \$25,000. Funds can be donated immediately, or a multi-year pledge can be established over a maximum of five years. Additional contributions can be made anytime thereafter.

#### Combination:

- Donor contributions can be combined to fund the annual award while building the endowment.
- For example: A gift of \$6,000 per year could fund an annual award of \$1,000 and contribute \$5,000 toward establishing an endowment fund. This can be done over five years until the endowment is self-sufficient (reaches the minimum \$25,000).

### TYPES OF AWARDS

#### BURSARY:

Based on financial need. Students must complete a financial-need assessment. Bursaries are only open to Canadian citizens and permanent residents.

#### SCHOLARSHIP:

Based on academic achievement. Students must have a minimum of 3.5 post secondary GPA and be enrolled in a minimum 12 credits.

#### AWARD:

Based on academic achievement or extracurricular meritorious accomplishment based on a competitive assessment.

## Step 3: Set the terms of reference of your award.

There are several options to consider when creating terms of reference for your award. We recommend making the terms as broad as possible to ensure the award will be adjudicated each year. The following is a brief overview of the conditions that may be applied:



**Award Name:** Awards may be named after an individual, association, company, etc.



**Field of Study:** Specify which faculty/school/program to direct the award to, or leave it open to all areas of study.



**Level:** Upgrading (preparatory), undergraduate, graduate, or professional students (Faculty of Law).



**Value and Number:** Value of the award(s) and how many awards will be provided annually.



**Criteria:** Setting appropriate criteria is key in creating an award:

- Mandatory Criteria means the student(s) **MUST** meet the stated criteria.
- Preferential Criteria means **PREFERENCE** will be given to a student(s) who meets the criteria.

The terms of reference are subject to approval by the TRU Office of Advancement and the Student Awards and Financial Aid Office.

### Criteria Examples:

SCHOLARSHIP	BURSARY	AWARD
<p>John Smith Scholarship</p> <p><i>Criteria:</i></p> <p>Awarded annually to a second-year Bachelor of Science student.</p>	<p>Cooper Family Bursary</p> <p><i>Criteria:</i></p> <p>Awarded to a second- or third-year science student who demonstrates financial need. Preference to a student majoring in biology.</p>	<p>ABC Athletics Award</p> <p><i>Criteria:</i></p> <p>Awarded annually to an athlete from the Kamloops region who participates in the TRU athletics program.</p>

### Memorial Gifts:

In the case of memorial awards, individuals and/or groups come together to build an Annual or Endowment award. Permission from the family is required before creating the "In Memory" fund.

An "In Memory" fund can be created following the steps above. Or a fund can be set up for a one-year period in a holding account while it grows. After one year from the first donation, we will contact the organizer of the fund to review and determine the next steps.

# How to Donate Quick Guide



## Online:

Donate online by credit card using our secure giving site: [tru.ca/giving](https://tru.ca/giving).



## By Mail:

Send your cheque, payable to the **TRU Foundation**:

TRU Foundation  
805 TRU Way,  
Kamloops BC V2C 0C8

Please include the name of the fund you wish to support, your contact information, and a mailing address for your tax receipt.



## In Person:

Please visit the TRU Advancement Office on the first floor of the Clock Tower at TRU's Kamloops campus. Cash, debit, credit card and cheques are accepted.

Office hours are from 8:30 a.m. to 4:30 p.m. Monday to Friday. You may wish to call ahead to guarantee we are available to assist: 250-828-5264.



## By Direct Deposit or Electronic Funds Transfer:

To set up direct deposit (one time or monthly), please call 250-828-5264.



## By Phone:

Please call **250-828-5264** to make a gift by phone.



## Gifts in Kind:

Gifts in Kind can include a wide range of products and equipment.

Gifts are accepted if they can contribute to student learning. Acceptance is at the discretion of the department who would receive the gift. A tax receipt will be issued based on a fair market value appraisal. These sorts of gifts often provide donors with immediate or estate planning tax benefits.



## Gift of Securities:

A donation of publicly traded securities benefit the university similar to a gift of cash and can be directed to any fund.

For the donor, a gift of securities may result in considerable tax benefits. Contact the TRU Foundation at **250-828-5264** for more information.



## Give through your Will or Estate:

A legacy gift is a charitable donation stated in your will, established during your lifetime but not available to the university until sometime in the future.

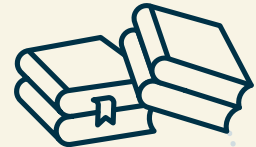
For more information, please call 250-828-5264.

# Cost for a single full time Bachelor of Arts student for one academic year

# \$20,433



Tuition  
**\$5,542/year**



Book supplies  
**\$1,500**



TRU Residence  
**\$7,950**  
/academic year



Food, Transport  
& Misc  
**\$4,941**



Parking  
**\$500**

Contact us  
for more information

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Thompson Rivers University

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250-852-7139



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