Establishing a Prize at the University of Adelaide

University of Adelaide Giving Framework

This document provides guidance to individuals or organisations interested in establishing a prize at the University of Adelaide. It describes the types of prizes accepted by the University, the minimum monetary value of a prize and the responsibilities of the University in administering the prize.

Types of Prizes

Academic Achievement Prizes
Prizes which are awarded to a student based on academic achievement and/or academic merit.

Financial Need / Disadvantaged Group Prizes
Prizes which are intended to provide help or encouragement to students in financial need or in groups which may be disadvantaged or under-represented. They may also take account of academic achievement.

Non-Monetary Prizes
Prizes which provide membership of a learned society; medals; books; vouchers; travel or other appropriate items to the student provided the prize is of the minimum value indicated below. Non-monetary prizes may be endowed or non-endowed prizes.

Minimum Monetary Value of a Prize

Endowed Prizes
To be able to offer a prize of appropriate value, an initial capital sum of at least $10,000 is required, resulting in an annual prize distribution of at least 5% of the endowment. The capital sum will be invested in the University of Adelaide Endowment Fund. The key financial objective of the Fund is to provide medium term capital growth as well as a stable annual income stream in perpetuity.

Non-Endowed Prizes
Non-endowed prizes must be offered for a minimum period of five (5) years. The minimum value of any non-endowed prize must be $500 a year for each of the five (5) years. The Faculty or School will contact the Prize Provider each year, regarding the prize annual payment.

Discontinuation of Non-Endowed Prizes
At least 12 months notice must be given if for any reason a donor or prize provider wishes to discontinue an award.

Non-Acceptance of Prizes

The University will not accept or administer prizes that:

- Involve membership of a political group, or apparent endorsement by the University of any particular political or religious point of view
- Binds a student to a future financial commitment or future employment or takes the form of a cadetship
- May discriminate in favour or against any particular group or groups
- That may compromise the University’s mission of contributing to the wealth and wellbeing of South Australia, Australia and the international community, or which are injurious to health.
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Faculty or School Responsibilities:

- Negotiating the prize with the Prize Provider in line with the University’s Establishment and Administration of Prizes procedure.
- Publicising the prize on the University’s web site.
- The selection of the prize candidate and distribution of the prize, using an open process of candidate selection, taking into account all available candidates.
- Ensuring that the prize is recorded on the student’s official transcript.
- Maintaining a mutually beneficial relationship with the Prize Provider.

Who can I talk to:

All prizes are administered at the Faculty or School level. If you are interested in assisting a student through the establishment of a prize, please contact the appropriate Faculty or School office.

Contact details are available on the University’s web site.

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t: +61 8 8303 5800
e: development@adelaide.edu.au
w: www.alumni.adelaide.edu.au/scholarships_support