Building & Space Naming Policy

St. Joseph Academy

Department: Philanthropy (Resource Development Manager)
Number: 410.5
Effective Date: 10/15/2019
Review Date: 3/19/2025
Revised Date: 3/19/2025
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I. Policy: Conditions under which buildings, parts of buildings and spaces may be named in honor of individuals or organizations.

II. Procedures:

Persons or organizations who may be honored by the naming of a building, part of a building or space include:

Persons or organizations who have contributed to the life and mission of SJA through volunteerism, dedicated service or research.

Or persons or organizations who, through their contributions of capital or other assets, enable SJA to further its mission.

The underlying principal of any naming is that the person(s) or organization(s) for whom the space will be named *and* SJA, should both be honored by the naming of the building or part of a building or space.

The name may refer to a foundation, individual, family or similar unit or to a respectable commercial or business unit.

In the case of naming in recognition of philanthropy, the Board of Directors shall determine the minimum values of donations for any and all buildings, parts of buildings and/or spaces. The guiding principle shall be that the gift received has a correlation to the cost of the named building, part of the building or a space.

The autonomy of SJA shall be safeguarded at all times. The attribution of a name does not imply or confer any involvement or oversight into the operations of St. Joseph Academy.

It is the intention of SJA to respect the Donor's intent. If, however, circumstances change so that the entire amount of the Gift is not received by St. Joseph Academy, SJA may, at its option, remove the Donor's name from the named space, or any part therein or thereon where the Donor's name appears, and/or reduce the name or form of recognition set out herein and/or offer the Donor an alternate naming opportunity and benefits commensurate with the Donor's level of giving.

In the event that a space-use change or renovation affects the naming and form of recognition contemplated in this Agreement, SJA will inform the Donor if possible, and SJA and the Donor will consult as to options available at that time.

Ultimate authority to accept or decline any naming proposal at SJA rests with the Board of Directors.

Ultimate authority to discontinue the designated name of a building, room or area, or to transfer the name to another building, room or area rests with the Board of Directors.

Notwithstanding any other provision of this policy, no naming will be approved or existing naming continued that will call into serious question the public respect of St. Joseph Academy.

Please note, under the conditions set forth in partnership with Felician Services, Inc. no area, of a planned named area, will be named until loans on that area are paid back in full *and* without approval from Felician Services, Inc.

Approved by: Tabor Moore (President/CEO) Date: 3/20/25