



# RICE | BUSINESS

## Jones Graduate School of Business

### DONATION INSTRUCTIONS

#### In-Kind Donations

- An in-kind contribution is a non-monetary contribution. Goods or services offered free or at less than the usual charge result in an in-kind contribution. Similarly, when a person or entity pays for services on RBSAP's behalf, the payment is an in-kind contribution.
- Receipts are not provided for in-kind donations. We suggest that companies or individuals providing this type of donation follow their tax advisors' direction on claiming the donation.

#### Event Sponsors

- Event sponsors provide funds to Rice Business for the sole purpose of funding the Owl Bowl event. These funds go towards providing food, drinks, equipment rentals, referees, and other products and services that assist in the overall production of the event.
- Please refer to the Event Sponsor Form for details on levels of sponsorship, how payments can be made, and what sort of publicity and engagement sponsors can expect from their support.

#### Nonprofit Organization

- Outside of the camaraderie that is built during Owl Bowl, the main purpose of the event to help give back to a local nonprofit organization that is directly benefiting the community. Each team has to raise \$500 to support this effort, but are encouraged to reach out to their companies and network in an effort to raise far more than that. In 2022, over \$8,000 was raised and we continually want to raise the bar.
- Team captains are responsible for collecting the minimum \$500 donation from their respective teams.
- Directions for team captains and companies that want to give their support should follow these directions on how to make payments that can be easily tracked and directed towards the local nonprofit partner.
  - o **Via check:**
    - If Mailing: Rice University, Office of Development (Mail Stop 81), PO Box 1892, Houston, TX 77251-1892
    - Strongly recommend delivering in person to RBSAP Treasurer Peter Pham
    - Made out to: Rice University
    - Memo line: RBSAP Owl Bowl
    - Receipt: prior to mailing or delivering the check in person, please email an image of the check to RBSAP Treasurer Peter Pham [peter.a.pham@rice.edu](mailto:peter.a.pham@rice.edu)
      - A receipt will be mailed back within 1 week
  - o **Online:**

- <https://riceconnect.rice.edu/giving/rice-business>
- Enter the dollar amount.
- In the drop down menu, choose “Other”, then click on “Add Donation”.
- Check “One time gift”
- Check “Give on behalf of a company”
- In the Special Instructions, put **RBSAP Owl Bowl**.
- Complete the remainder of the form. A receipt should be received within a few hours via email.

## Support Rice University

Online giving is a straightforward, secure way to invest in Rice's future. Your generosity enables our students, faculty and staff to do what they do best — pursue learning, advance discovery and sustain our world.

If you have questions about making a gift to Rice, please call 713-348-4991.

### Gift Details

\* Amount:

\$

Designation:

Other (Please specify in special instructions) ▼

ADD DONATION

## Additional Information

Type of gift: ☒ One-time gift ☐ Recurring gift

Corporate: ☒ Give on behalf of a company

Anonymous: ☐ Give anonymously

Gift Planning: ☐ I have left Rice a gift in my will, trust or retirement plan.

Tribute Giving: ☐ My gift is in celebration, honor, or memory of someone.

Special instructions:

RBSAP Owl Bowl.