



Sustainability Policy on Donations and Funding Sumgayit State University

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1. Purpose and Principles

Sumgayit State University recognizes that responsible fundraising and donation management are essential for supporting academic development, research innovation, and sustainable institutional growth.

The purpose of this policy is to establish a transparent and ethical framework for the **acceptance, allocation, and management of donations and external funding**.

The policy ensures that all financial contributions:

- support the University's academic mission and strategic priorities
- align with institutional ethical standards
- contribute to sustainable development initiatives
- respect the University's independence and academic freedom.

Through this policy, the University aims to ensure that fundraising activities support **long-term academic, environmental, and social benefits**.

2. Legal and Institutional Framework

This policy is implemented in accordance with:

- the Constitution of the Republic of Azerbaijan
- national legislation regulating financial transparency and accountability
- the Charter and internal regulations of Sumgayit State University.

The policy also complements other University governance policies, including:

- **Anti-Corruption Policy**
- **Policy on Ethical Organizational Values**
- **Sustainable Procurement Policy**
- **Climate Action and Sustainability Policy**
- **Academic Freedom Policy.**

These policies together ensure that financial activities are conducted with **integrity, transparency, and accountability**.

3. Scope of the Policy

This policy applies to:

- all donations and funding received by the University
- contributions from individuals, organizations, foundations, corporations, and international partners
- financial support for academic programs, research, infrastructure, scholarships, and sustainability initiatives.

The policy covers the entire lifecycle of donations, including:

- acceptance of donations
 - management and allocation of funds
 - reporting and monitoring of funded initiatives.
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4. Principles for Ethical and Sustainable Donations

The University follows several key principles when accepting and managing donations.

Accountability and Transparency

All donations must be recorded and reported according to financial regulations and institutional procedures.

Regular audits and reporting mechanisms ensure transparency in financial management.

Ethical Integrity

The University reserves the right to refuse donations that:

- conflict with institutional ethical standards
- pose environmental or social risks
- undermine academic independence or integrity.

Environmental Sustainability

Priority is given to funding initiatives that support:

- renewable energy
- environmental protection
- sustainable campus infrastructure
- climate action initiatives.

Equity and Inclusivity

Donations should support equal opportunities for students and staff, particularly those from **underrepresented or disadvantaged groups**.

Long-Term Impact

The University prioritizes funding initiatives that produce sustainable benefits in academic, environmental, and social areas.

5. Criteria for Accepting Donations and Funding

Before accepting donations, the University evaluates contributions based on several criteria.

Evaluation of Donor Sources

The background of potential donors will be assessed to ensure alignment with:

- ethical standards
- sustainability principles
- institutional values.

Alignment with University Mission

Donations must support the University's educational, research, or community engagement objectives.

Protection of Academic Independence

Donations must not include conditions that could compromise:

- academic freedom
- research integrity
- institutional autonomy.

Transparency of Purpose

Donors should clearly specify the intended purpose of their contributions to ensure proper allocation and monitoring.

6. Allocation and Management of Donations

Donated funds are allocated according to institutional priorities.

Funding may support:

- academic research projects
- scholarships and student support programs
- infrastructure development
- sustainability initiatives
- community engagement activities.

All funded initiatives must align with the University's sustainability and academic objectives.

7. Transparency, Accountability and Reporting

To ensure responsible management of donations, the University implements several accountability measures.

These include:

- financial oversight of donations and funding
- monitoring of funded projects and their outcomes
- regular financial reporting and documentation
- periodic internal or external audits.

Annual reports will summarize the sources, allocation, and impact of donations received by the University.

8. Engagement and Partnerships

The University encourages partnerships with organizations that share its commitment to sustainability and academic development.

Collaborations may involve:

- corporations
- international organizations
- non-governmental organizations
- research institutions.

Donor contributions may be publicly acknowledged in accordance with University policies and donor preferences.

9. Institutional Responsibilities and Governance

Several University units are responsible for implementing this policy.

University Leadership

University leadership ensures that fundraising activities align with institutional priorities and governance standards.

Finance and Administration Units

Responsible for:

- managing financial records related to donations
- ensuring compliance with financial regulations
- maintaining transparency in financial reporting.

Sustainability and Strategic Development Units

Responsible for:

- evaluating the sustainability impact of funded projects
 - promoting sustainability-focused fundraising initiatives.
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10. Education and Community Engagement

The University promotes awareness of sustainable fundraising practices through:

- campus awareness campaigns
- workshops and seminars on ethical funding practices
- engagement with students and staff on sustainability initiatives.

Feedback from the university community is encouraged to improve fundraising practices and policy implementation.

11. Monitoring and Continuous Improvement

The University regularly evaluates the implementation of this policy.

Monitoring activities include:

- review of donation acceptance procedures
- assessment of the impact of funded initiatives
- evaluation of transparency and reporting mechanisms.

Continuous improvement ensures that fundraising practices remain aligned with sustainability and ethical standards.

12. Policy Authority and Review

This policy is approved by the governing bodies of Sumgayit State University.

The policy will be reviewed periodically (at least every three years) to ensure alignment with:

- national legislation
- international sustainability standards
- the University's strategic development goals.

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