Dallas Baptist University will match designated Christian church gifts for DBU students up to, but not exceeding, $3,500.00 per academic year per student. The following is a list of scholarship provisions and requirements for the DBU church matching gift program which must be completely reviewed and followed by each participating church and student:

1. The scholarship program applies for both graduate and undergraduate students, full-time or part-time.

2. The scholarship program only matches funds from Christian churches that hold Jesus Christ to be Lord and Savior. Gifts from denominations (e.g. Baptist General Convention of Texas, United Methodist Conference, etc.) or para-church organizations (e.g. Campus Crusade for Christ, BSM, Focus on the Family, etc.) are not included in this matching gift program. This is a matching scholarship program for individual churches only. The recommended student must be an active member or student member in the church providing the scholarship.

3. Scholarships under this policy are limited to a $3,500 DBU match per academic year per student. The academic year begins with the fall terms (including August mini-terms), extends through winter and spring terms, and ends with the summer terms. The DBU matching scholarship can only be used to cover current actual costs charged to the student account within the current academic year and not for past bills. Any unused matching gift portion of the scholarship may be moved forward to another semester within the same academic year, but cannot be transferred to another future academic year. If unused matching funds still exist after the summer semester, they will be forfeited. There will be no exceptions to this policy. If you wish to receive church match for a semester it is to be turned in by the last day of class that semester.

4. Scholarship funds given to DBU should be managed by the church and cannot originate with the student, the student’s family, or with friends who give to benefit a specific student, creating a “pass through gift” situation. DBU’s Church Matching Gift Program is consistent with federal Internal Revenue Service regulations that restrict donors from financially supporting individuals through scholarships for the purpose of obtaining a tax benefit. The church should explain these limitations to individuals who contribute to the scholarship fund. Contributions to the scholarship fund for which a tax benefit will be sought should not be motivated by a desire to assist a specific student, but rather a general desire to assist students from the church who are pursuing their education at DBU. Any questions regarding this issue should be independently directed to a competent attorney, CPA, or tax consultant.

5. Before a scholarship gift is made to DBU, the church must determine that this scholarship program is within its benevolent and charitable purposes. Funds cannot be designated by the donor for a specific student and then expect to be matched by DBU. Once the church has determined that it desires to set up a scholarship fund, the treasurer, pastor, or other church designee may recommend a specific student (or students) to receive the scholarship, although the final discretion regarding which student from the church will be awarded resides with DBU.

6. A check for each Church Matching Gift disbursement should be made payable to Dallas Baptist University and sent to the Office of Financial Aid. Notation should be made on each check identifying the student who is recommended to receive the scholarship by name and student ID as well as the semester to which the scholarship is to be applied. A church check is preferred and must be payable in US dollars. If payment is made in the form of a non-church check, cashier’s check or money order, it must be accompanied by a letter on church letterhead denoting the above information and be payable in US dollars. Additionally, DBU accepts Church Matching gifts from foreign churches via Flywire (dbumatch.flywire.com), which allows an additional option for payment. When using the Flywire method, a church letter is required and must be submitted via RightSignature (dbu.edu/match). Cash payments cannot be accepted, and all funds must be paid in U.S. dollars.

7. The Office of Financial Aid reserves the right to request additional documentation from the churches participating in DBU’s Church Matching Gift Program to verify eligibility. DBU will have final say related to questions of eligibility for a specific student or church.

8. Although D1 athletes who receive an athletic scholarship may be eligible to receive church scholarships, DBU cannot provide church matching funds to these student athletes per NCAA regulations. D1 athletes not receiving an athletic scholarship and all D2 athletes are eligible for the DBU Church Matching Scholarship.

Please note that no provisions of this policy constitute or may be relied upon as legal advice to a church or individual.
Church Matching Gift Program
Certification Statement

DBU will match funds from Christian churches that hold Jesus Christ to be Lord and Savior. Gifts from denominations or para-church organizations are not included in this matching gift program. This is a matching scholarship program for individual churches only. The recommended student must be an active member or student member in the church providing the scholarship. Scholarships under this policy are limited to a $3,500 DBU match per academic year per student. Any unused matching gift portion of the scholarship may be moved forward to another semester within the same academic year, but cannot be transferred to another future academic year. If unused matching funds still exist after the summer semester, they will be forfeited.

Duly authorized church leaders must certify the statements herein and remit this signed form along with each check in order to request matching funds on behalf of the recipient. Funds cannot be matched until this statement is properly completed and received by DBU. Completed statements and checks should be sent to Dallas Baptist University, Office of Financial Aid, 3000 Mountain Creek Parkway, Dallas, Texas 75211-9299.

As a duly authorized representative of __________________________ (Church),

I certify that the following statements are a true and accurate reflection of the desires and intent of our scholarship program:

1. We have determined that this scholarship gift made to Dallas Baptist University serves our institution’s benevolent and charitable purposes, and the provision of the gift is a bona fide scholarship program operated by our institution. All guidelines for church gift is applicable to employees, interns and general church members. (General budgeted scholarships that are “line-items” and in the annual budget is a good example of a bona fide scholarship program and would typically be eligible for a match.)

2. We understand that the United States Internal Revenue Service Code and applicable tax regulations restrict the ability of family members and other persons to provide direct financial support to their choice of students through this scholarship for the purpose of obtaining or creating a tax benefit. Such a gift would be a gift to an individual and not a gift to our institution. These funds have been obtained by donors with an intent to benefit the students of the institution generally.

3. We understand that failure to adhere to our scholarship program could impact our institution’s tax exemption status and that our institution should carefully consider obtaining and independent financial and/or tax advice before making any scholarships under this program.

4. We understand that if the funds provided are a part of the church’s Employer-Provided Education Assistance benefits to our employees, interns or employee family members, the funds should be designated as “employer education assistance” and are not eligible for this matching gift program. Employer-Provided Education Assistance benefits may be taxable income to the student. No church gift may be provided that is in lieu of employee salary/wages.

5. We understand that no provision of this policy constitute or may be relied upon as a legal or tax advice by our institution or any individual involved in this scholarship program.

Printed Name: __________________________________________
Signature: __________________________________________ Date: __________________________
Printed Name: __________________________________________
Signature: __________________________________________ Date: __________________________

Scholarship Recipient’s Name __________________________
Recipient’s DBU ID number __________________________