

PART 1 – EMPLOYEE DATA

Name		Employee Number
Address		
City	Prov	Postal Code
Home Ph	Work Ph	Email

PART 2 – THE TYPE OF FUND

There are many options to give at RRU addressing areas such as academics, students in need, the preservation of the campus and trails, heritage, diversity, indigenous education and more. We have selected a few main areas of giving below for your ease. For the complete list of funds and more information, please visit advancement.royalroads.ca.

<input type="checkbox"/> The Howard Dorrance Staff Legacy Bursary	A bursary supporting students enrolled in the 2nd half of their RRU program who demonstrate financial need due to unforeseen and exceptional circumstances.
<input type="checkbox"/> Bursaries	Students in temporary critical financial need due to unforeseen circumstances.
<input type="checkbox"/> Scholarships and Awards	Funding for students based on accomplishment and or merit.
<input type="checkbox"/> Sustainability	Support for projects and sustainability-focused research.
<input type="checkbox"/> Other	Students in temporary critical financial need due to unforeseen circumstances.

PART 3 – FOUNDATION CONSULT (OFFICE USE ONLY)

Fund assigned
Foundation contact
Date:

PART 5 – DONOR RECOGNITION

May we include you in our Donor Recognition Program?

- Yes No, I prefer that my gift remain anonymous

PART 4 – PAYMENT OPTIONS THROUGH PAYROLL DEDUCTIONS

By my signature below or by my email submission, I authorize:

<input type="checkbox"/> One time contribution of	\$
<input type="checkbox"/> Bi-weekly payroll deductions in the amount of (min \$5)	\$
Start Date MM/DD/YY End Date MM/DD/YY <input type="checkbox"/> Continuous	

PART 6 – EMPLOYEE AUTHORIZATION

Employee Signature _____ Date MM/DD/YY _____

PART 7 – PAYROLL (OFFICE USE ONLY)

Form received by _____	Date MM/DD/YY _____
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Thank you for investing in education at Royal Roads University. If you have any questions or would like more information, please visit advancement.royalroads.ca or contact Yvette Guigueno, manager of Advancement – Yvette.guigueno@royalroads.ca Or Hayley Bennett Development & Communications Coordinator- Hayley.bennett@royalroads.ca

Staff charitable donations will be included in employee's annual T4 statements. Please note that all personal information is collected and used in accordance with the BC Personal Information Protection Act (PIPA). For more information see www.oipc.bc.ca/. Our goal is to be completely transparent and accountable to all our donors.