

CCIM Foundation

Named Education Scholarship Program (NES)

Frequently Asked Questions (FAQs)

What does “fully funded” mean?

A Named Education Scholarship (NES) is considered “fully funded” when the chapter reaches its fundraising goal of \$12,500 (or more based on program guidelines) by March 31. At that point, the Foundation Board of Directors approves the matching funds required to bring the total fund balance to \$25,000.

Once approved by the Foundation Board, that approval date becomes the official “fully funded” date.

Once fully funded, when can the first scholarship be awarded?

The first scholarship may be awarded one year from the date of approval and matched by the Foundation Board of Directors. Funds will be available for payout the following January.

Who collects donations?

Donations may be collected by either the chapter or the Foundation.

- Donations may be made directly at www.ccimef.org/give-now.asp and directed to a specific scholarship fund.
- Checks may be made payable to the CCIM Foundation with the scholarship name noted in the memo line.
- If a chapter collects donations locally, those funds must be forwarded to the Foundation for deposit and should not be deposited into a chapter account.

For donors to receive a tax-deductible receipt, donations should be sent directly to the CCIM Foundation whenever possible.

What is the management fee?

The annual management fee is capped at a maximum of 2% of the fund balance.

However, the CCIM Institute Foundation Board has approved:

- A 1% base management fee, and
 - Annually the Board will approve a fee not to exceed 2%
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What is the annual award amount?

The goal of the Foundation and NES program is to award education scholarships.

- The current agreement calls for annual awards of at least \$1,000.
 - Chapters may award more than \$1,000 if desired.
 - The \$1,000 minimum award may be split among multiple recipients.
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Can funds be rolled over?

Yes. Chapters may request that funds be held for future use and rolled over to the following scholarship cycle.

- Chapters have 11 months to either provide a recipient name or submit a written request to roll over the funds.
- Chapters/recipients have through the end of the following calendar year to use awarded funds.
- Chapters may request deadline extensions or reassign funds if a recipient experiences extenuating circumstances.
- Funds not rolled over or awarded will be reassigned by the Foundation.

Funds cannot be returned to a chapter, as they are the property of the Foundation and must remain under Foundation control to meet IRS requirements. However, the Foundation will work with chapters to ensure funds are used consistently with the intent of the NES and its donors.

All rollover requests must be approved by the Foundation Board to comply with IRS guidelines governing charitable funds.

How many awards can be made in one calendar year?

The agreement calls for at least one annual award of \$1,000.

However, chapters may:

- Roll over funds to offer multiple scholarships in the future year.
 - Combine funds to offer a larger scholarship.
 - Split the minimum award among multiple recipients.
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What programs can NES funds be used for?

NES funds may be used for any CCIM Institute education program, including:

- Core courses
 - CCR courses
 - Ward courses
 - Approved Commercial Real Estate education
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Can chapters restrict how funds are used?

Yes. Chapters may restrict or “earmark” funds for:

- Courses held by the chapter
- Courses within their region
- Other defined CCIM education programs consistent with the scholarship’s intent

These restrictions must align with Foundation guidelines.

Do chapters benefit from market growth?

Yes. Under NES 2.0:

- Chapters assume the market risks of returns benefit from upmarket returns yet also assume the risks of down markets
- Chapters may add funds to an existing NES scholarship.
- Additional contributions allow the scholarship to grow through compounding returns.

Previously, there was little incentive to grow an NES once fully funded. The updated structure now encourages growth and long-term impact.

What happens if additional donations are made beyond the fully funded amount?

Additional donations are accepted and added to the scholarship fund.

Larger awards may be made once sufficient additional funds accumulate to support an increased annual distribution in accordance with Foundation policy.

Can a chapter raise the full \$25,000 without matching funds?

Yes. A chapter that raises the full \$25,000 may still have the scholarship approved by the Foundation Board of Directors. If no matching funds are requested, the March 31 deadline does not apply.

Can a chapter establish a new NES in 2026?

Yes. Chapters may seek approval to establish a new Named Education Scholarship (NES) in 2026.

However, new NES funds initiated in 2026 will **not be eligible for Foundation matching funds.**

Chapters may:

- Submit a request for Foundation Board approval in 2026
- Begin fundraising upon local chapter Board approval
- Raise funds toward the \$25,000 minimum corpus

Although matching funds will not be available in 2026, scholarships may still be established and funded solely through chapter and donor contributions, subject to Foundation approval and compliance with all NES program guidelines.

Can the chapter determine how the scholarship is awarded?

Yes. Chapters determine scholarship criteria at the execution of the agreement, including:

- Recipient eligibility (candidate, designee, university student, etc.)
- Award amount
- Whether funds will be split among multiple recipients

Chapters may also partner with a local university, in which case a liaison works with the university to recommend recipients.

Is there an official award recognition?

Yes. The CCIM Foundation prepares a crystal engraved award honoring the named individual. Awards may be presented to the honoree/and or chapter at a Fall forum event. If not, the award is sent to the chapter administrator for local presentation.

Where do the Foundation's matching funds originate?

Matching funds originated from a generous estate gift made by Jay W. Levine, CCIM, a past CCIM President. That gift serves as the corpus from which matching funds are provided.

How are funds kept separate from other chapters?

All Named Education Scholarships are classified as restricted funds. Within those restricted funds, each scholarship has a separate account managed by the Foundation.

Where can I find the application and guidelines?

Visit:

www.ccimef.org/scholarships.asp

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