



Tis the Season... Within Reason.

It's important to remember the Gift Rules when we are considering receiving or giving gifts. Here are a few reminders and resources to keep in mind.

Click below to view a [brief informational video on the Gift Rules](#)

[Watch Now](#)

[Resources](#)

[View the Policy](#)

Key Reminders

Prohibited Donors

As UConn employees we are prohibited from accepting gifts, discounts, or gratuities from those doing or seeking to do business with UConn (i.e. vendors), registered lobbyists, or state contractors. All of these are considered "prohibited donors" under the State Code of Ethics.

Gifts based on our State Position

When someone who is not a prohibited donor is giving you a gift solely because of your state position, the total value of gifts received from that individual cannot exceed \$100 per year.

Between Supervisors and Their Employees

When the person providing the gift is your supervisor, the value of the gift cannot exceed \$99.99.

The same is true if you are providing a gift to your supervisor.

Gift Exceptions

There are 19 exceptions to the Gift Rules.

To learn more, view the [University Guide to the State Code of Ethics](#).

Scenarios and Examples

Below are a few scenarios to consider prior to giving or accepting gifts.



A vendor that frequently does business with the University just sent a large fruit basket to our office as a holiday gift. May we accept it or do we need to send it back?

A fruit or gift basket (valued at more than \$10), while not acceptable if given to one person alone, may be accepted on behalf of an entire department or office if the per-person cost is less than \$10. This makes the gift comply with the gift exception for items of \$10 or less per person.



I was just invited by one of our vendors to their holiday party. May I attend?

Attendance at a vendor's holiday party may be permissible, as long as employees are mindful that gifts of food and beverage must total less than \$50 in a calendar year and items given as gifts from a vendor must be less than \$10 in value with an annual total less than \$50.



May I spend \$250 to pay for a holiday luncheon for my staff?

Yes, provided that the benefit for each your employees is not more than \$99.99.



May my coworkers and I pool our money to give our supervisor a gift card worth \$150?

No. Gifts from employees to their supervisors cannot exceed \$99.99. Pooling above that limit is not permissible. (Except when the "major life event" gift exception may be used. Holiday gifts do not fall within this exception.)

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