

## Basic Fund Information

This fund is established by and between

\_\_\_\_\_ (donor(s))  
and the Catholic Community Foundation (the Foundation).

## Fund Name

The \_\_\_\_\_

## Establishing Donor(s)

Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email(s): \_\_\_\_\_

## Investment Pool

The funds will be invested in the Endowment Growth investment pool of the Foundation with other like endowments.

## Disbursements

Annual disbursement will be made in accordance with our Terms and Conditions.

## Initial Donation

The initial gift to establish the fund is \$ \_\_\_\_\_

Check

Credit Card/EFT

Securities (instructions available)

Gift from Estate Plan/Family Charitable Legacy Plan

Other: \_\_\_\_\_

**NOTE:** Please contact our office prior to sending money or transferring securities. See Endowment Terms & Conditions for fund minimums.

## Type of Endowment

Select which type of fund you are creating and fill out the corresponding section. See Terms and Conditions for more details and restrictions.

**Designated**

Designated Endowments are created to permanently support a nonprofit organization. The beneficiary must have 501(c)(3) status and cannot be a private foundation. The fund will grant between 3-5% annually to the named beneficiary(ies).

**Copy the following page if you are naming more than two beneficiaries.**

### REALLOCATION

If the beneficiary ceases to exist or materially changes purpose, the Foundation will do one of two things based on your selection below:

1. Redistribute the percentage allocated to that beneficiary among the other beneficiaries of this fund (only if multiple beneficiaries are named)
2. Direct the percentage allocated to that beneficiary to another organization providing similar services

**Field of Interest**

Field of Interest Endowments grant to multiple organizations for projects that are aligned with a defined purpose. Applications from qualified organizations are accepted annually and grants are awarded based on the merit of applications.

Designated Endowment

DESIGNATED BENEFICIARY

Percentage of Total Disbursement: \_\_\_\_\_% Federal Tax ID#: \_\_\_\_\_

Beneficiary Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Please describe the purpose of the grants to this beneficiary or write "unrestricted":

REALLOCATION:

- Reallocate this percentage among the other organizations listed according to ranking
- Find a similarly oriented organization to which future grants shall be sent
- Other – see notes

DESIGNATED BENEFICIARY

Percentage of Total Disbursement: \_\_\_\_\_% Federal Tax ID#: \_\_\_\_\_

Beneficiary Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Please describe the purpose of the grants to this beneficiary or write "unrestricted":

REALLOCATION:

- Reallocate this percentage among the other organizations listed according to ranking
- Find a similarly oriented organization to which future grants shall be sent
- Other – see notes

*Copy this page if you are naming more than two beneficiaries or ask the Foundation for more pages.*

Field of Interest Endowment

Please describe the purpose of this endowment:

Please define the types of organizations that can apply for these grants (area of work, geography, etc.):

Additional Notes/Special Instructions

*Internal Use Only*

Does this form replace an existing agreement?  No  Yes Reference: \_\_\_\_\_

## Signature(s)

I/We acknowledge that I/we have read the terms and conditions of this fund. I/We understand that my/our contribution is an irrevocable gift to the Catholic Community Foundation.

All information in this form is accurate to the best of my/our knowledge.

\_\_\_\_\_  
Donor 1 Signature

\_\_\_\_\_  
Donor 2 Signature *(optional)*

\_\_\_\_\_  
Donor 1 Name *(print)*

\_\_\_\_\_  
Donor 2 Name *(print)*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## The Catholic Community Foundation:

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name *(print)*

\_\_\_\_\_  
Date

## Appendices

- Terms and Conditions

## Establishing a Fund

Funds may be established by donation of cash/equivalent, marketable securities or another approved gift to the Catholic Community Foundation (the Foundation), a section 501(c)(3) public charity.

## Ownership of the Fund

The fund is a component fund, owned by the Foundation. All gifts to the Foundation are treated as gifts to a public charity, and generally tax-deductible, subject to legal limitations. We do not provide tax or legal advice and recommend that you discuss your specific situation with your advisor.

The assets in the fund (donations and investment gains) are irrevocably transferred to the Foundation, which has exclusive legal authority and control of the fund. Terms and conditions governing the funds may be modified from time to time as deemed prudent by the Foundation. The Foundation has the right to modify any condition or restriction on the distribution of funds should it determine the restriction or condition is impractical, incapable of fulfillment, unnecessary, in violation of the terms of this policy, in violation with the law, or inconsistent with the charitable needs of the community served.

## Modifications to an Endowment

If the programs and/or activities of a beneficiary are no longer in compliance with Catholic social teaching (as defined by the Conference of Catholic Bishops: [www.usccb.org/beliefs-and-teachings/what-we-believe/catholic-social-teaching](http://www.usccb.org/beliefs-and-teachings/what-we-believe/catholic-social-teaching)) or the organization is no longer a charitable organization at the time of the grant distribution, the Foundation reserves the right to change the beneficiary to an organization best suited to the original intent of the fund.

In the event that multiple beneficiaries merge, the donor intent for all endowments and gifts for each of the beneficiaries involved in a merger must be honored in perpetuity, and therefore automatically become obligations of the combined beneficiary.

In the event the Foundation needs to petition the State Attorney General for modifying the endowment, the fund being modified will assume all legal fees.

## Investment

All investments are made in line with the Investment Policy of the Foundation. All assets will be managed in the selected investment pool. Download our Investment Policy here: [catholiccf.org/financials](http://catholiccf.org/financials)

## Fees and Minimums

The following fees and minimums apply:

### DESIGNATED ENDOWMENT

Minimum initial gift:	\$10,000 (\$1,000 if designee is a parish or parochial school)
Minimum balance to start grants:	\$25,000
Annual administrative fee:	0.5% of annual fund balance, measured and paid as 0.125% quarterly on the value as of the last day of the last month of the calendar quarter.

## FIELD OF INTEREST ENDOWMENT

Minimum initial gift:	\$250,000
Minimum balance to start grants:	9 months of investment activity
Annual administrative fee:	2% of annual fund balance, measured and paid as 0.5% quarterly on the value as of the last day of the last month of the calendar quarter.

**NOTE:** Fees may be changed at any time with 90 days' notice.

### Gift Acceptance Policy

For more information about the Foundation's policies on special/complex gifts, request a copy of the Foundation's latest Gift Acceptance Policy.

### Grants from Field of Interest Endowment

All Field of Interest Endowments are eligible for grant making after 9 months of investment activity. All grants must be made to Catholic organizations doing business in Santa Clara County. These are all 501(c)(3) organizations, designated as Catholic in their articles of incorporation and/or listed in the Kenedy Directory.

The Grants Committee of the Foundation will determine all grant recipients and individual grant amounts.

### Grants from Designated Endowment

The beneficiary of a Designated Endowment must be a 501(c)(3) organization located in the United States. Grants are not permitted to private non-operating foundations or non-functionally integrated Type III supporting organizations. Beneficiaries must be organizations whose work is in keeping with Catholic Social Teaching, as defined by the U.S. Conference of Catholic Bishops: [www.usccb.org/beliefs-and-teachings/what-we-believe/catholic-social-teaching/](http://www.usccb.org/beliefs-and-teachings/what-we-believe/catholic-social-teaching/)

Grants made from a Designated Endowment will be based on balances once each year. The percentage distribution will be made in accordance with the disbursement policy of the Foundation.