

The Greater Tacoma Community Foundation Fund Agreement

FUND NAME _____

FUND TYPE:

- Agency
 Designated
 Donor Advised
 Field of Interest
 Scholarship
 Unrestricted

FUND CATEGORY:

- Endowed
 Non-Endowed

INVESTMENT PREFERENCE:

- Low-Risk Investment Pool
 Short-Term Investment Pool
 Long-Term Investment Pool
 External Investment Management (\$250,000 Minimum)

DONOR/CONTACT 1ST *Donor Advisor*

DONOR/CONTACT 2ND *Donor Advisor*

Name Male Female

Name Male Female

Mailing Address Home Business

Mailing Address Home Business

City State Zip

City State Zip

Home Phone Mobile Phone

Home Phone Mobile Phone

Business Phone Fax

Business Phone Fax

Email #1 Email #2

Email #1 Email #2

Company Name Title

Company Name Title

Date of Birth

Date of Birth

Send reports to address above

Send reports to address above

CONTRIBUTION INITIAL CONTRIBUTION AMOUNT: _____

- Cash Life Insurance Securities
 Real Estate Other: _____

**Complete details to be provided on Schedule A*

FUND TYPE *(Please complete only one section)*

Agency Fund

Annual payouts from the fund will be used to support the following 501(c)(3) nonprofit or religious entity

100% _____

Designated Fund

Annual payouts from the fund will be used to support the following 501(c)(3) nonprofits or religious entities

_____ % _____

_____ % _____

_____ % _____

_____ % _____

100% *Note: the Designated Agency/Agencies cannot be changed.*

Field of Interest

Annual payouts from the fund will be used for grants in the following area(s) of interest:

- | | |
|-----------------------------|-------------------------------|
| _____ Animal Welfare | _____ Health & Wellness |
| _____ Arts & Culture | _____ Housing |
| _____ Community Improvement | _____ Human & Social Services |
| _____ Education | _____ Seniors |
| _____ Environment | _____ Youth |
| _____ Food/Nutrition | _____ Other: _____ |

Scholarships

Annual payouts from the fund will be used for:

_____ Scholarships to support students at a specific school or program that has a public charity 501(c)(3) status

_____ Recipients will be selected by that school or program

Name of Institution: _____

** See schedule B for Scholarship Guidelines, Criteria, or selection committee.*

Donor Advised Fund

_____ I will name one or more Successor Advisors (**Please see page 5*) _____ I do not wish to name a Successor Advisor

COMMUNICATION / GRANT & COMMUNITY ACKNOWLEDGEMENT

May we list your Fund's name in publications? (e.g. Annual Report, website, etc...) Yes ___ No ___

Would you like grant recipients to know that your Fund is the source of the grant?
(Please notify the Community Foundation if you have specific grants that differ from these instructions) Yes ___ No ___

From time to time we learn of compelling giving opportunities from our nonprofit partners. Would you like to be notified about these opportunities? Yes ___ No ___

REFERRAL SOURCE

Please tell us how you first heard about The Greater Tacoma Community Foundation:

<input type="checkbox"/>	Friend or Associate	_____
<input type="checkbox"/>	Community Foundation Employee	_____
<input type="checkbox"/>	Community Foundation Board Member	_____
<input type="checkbox"/>	Community Foundation Website	_____
<input type="checkbox"/>	Community Foundation E-Newsletter	_____
<input type="checkbox"/>	Attorney, CPA, Financial Planner, etc.	_____
<input type="checkbox"/>	Other <i>(please specify)</i>	_____

**** Please skip to page 6 unless establishing a donor-advised fund***

DONOR-ADVISED FUND RESTRICTIONS

(Please initial each line to indicate that you have read and understand the information)

The IRS imposes restrictions on distributions from Donor-Advised funds as follows:

- _____ Grants to individuals are prohibited from a donor-advised fund, whether the check is written directly to an individual or to an entity for the benefit of a specified individual.
- _____ Grants cannot be made to a nonprofit organization to retire or reduce a pledge previously made by the donor, advisor or related party.**
- _____ Grants cannot be made to a nonprofit organization, which in turn provides benefits to the same donor, advisor or related party.** For example, a donor cannot claim a tax deduction for a gift to his or her donor-advised fund held by The Greater Tacoma Community Foundation and subsequently receive an additional tax deduction from the grant recipient organization.
- _____ A donor, advisor or related party** cannot receive more than an incidental benefit from a grant recipient organization. For example, event tickets, patron recognition or special privileges would be considered more than an incidental benefit; while token gifts, such as key chains or coffee mugs are considered incidental benefits.
- _____ Donor, advisors and related parties** are prohibited from receiving grants, loans, compensation or similar payments (including expense reimbursements) from a donor-advised fund.

Each grantee must be able to satisfy the Community Foundation's due diligence requirements in order to obtain the approval of the Board of Directors

Final approval of grants recommended by advisors rests in the hands of the Board of Directors of The Greater Tacoma Community Foundation

Donor Advisors of donor-advised funds may create a succession plan for the fund. Individuals named as Donor Advisors are authorized to recommend grants, change the fund name or appoint additional Advisors and Successor Advisors. The Donor and any Advisor may designate any person to be a Successor Advisor and assign the rights and duties associated with the fund upon an Advisor's death or resignation.

A Successor Advisor is authorized to recommend grants from the fund in the event the Donor Advisor(s) dies, resigns or is otherwise unable or unwilling to act in this capacity. Please identify one or two Successor Advisors on page 5. Successor Advisors must be at least 18 years old to recommend a grant. If the Successor Advisor is under 18 years of age, the Community Foundation will work with the minor's guardian to facilitate grants from the fund. If a final Successor Advisor dies or resigns, the fund balance will become available for unrestricted use by the Community Foundation. If the Donor Advisor has not made a grant recommendation for a three year period, the Community Foundation will have the option to allocate the amount available for spending from the fund to unrestricted use

***Related parties are the donor's or advisor's family members (spouse, ancestors, children, grandchildren, great-grandchildren, brothers, sisters, and any of their spouses) and 35-percent controlled entities. Thirty-five percent controlled entities are entities in which donors, advisors, or their family members (separately or collectively): (1) own more than 35% of the total combined voting power if the entity is a corporation; (2) own more than 35% of the profit interest if the entity is a partnership; or (3) own more than 35% of the beneficial interest if the entity is a trust or estate.*

DONOR-ADVISED FUND: SUCCESSOR ADVISORS**SUCCESSOR #1 INFORMATION**

Name Male Female

Date of Birth

Mailing Address Home Business

City State Zip

Home Phone Mobile Phone

Business Phone Fax

Email #1 Email #2

Relationship to Fund Advisor(s)

SUCCESSOR #2 INFORMATION

Name Male Female

Date of Birth

Mailing Address Home Business

City State Zip

Home Phone Mobile Phone

Business Phone Fax

Email #1 Email #2

Relationship to Fund Advisor(s)

ACKNOWLEDGEMENT & SIGNATURES

I acknowledge that I have read The Greater Tacoma Community Foundation Fund Terms and Conditions on pages 7-9 and agree to the terms, fees, and conditions described therein. I understand any contribution, once accepted by the Community Foundation, represents an irrevocable contribution. The Community Foundation Board of Directors has variance power under IRS regulations, and this gift is not refundable to me. In matters of charitable donations, donors are encouraged to review tax or estate related issues with their professional advisors.

I hereby certify, to the best of my knowledge, all information presented in connection with this form is accurate, and I will notify the Community Foundation promptly of any material corrections.

Signature

Signature

Print Name

Print Name

Date

Date

THE GREATER TACOMA COMMUNITY FOUNDATION SIGNATURE

Authorized Signature

Rose Lincoln Hamilton

Printed Name

President & CEO
Title

Date

PLEASE MAIL THIS FORM TO:

The Greater Tacoma Community Foundation
950 Pacific Avenue, Suite 1100
Tacoma, WA 98402

If you have questions, please contact:
Shirley Brockmann, Vice President, Finance
253.383.5622 | shirley@gta.org

<input type="checkbox"/>	I have remembered the Community Foundation in my estate plan
<input type="checkbox"/>	I would like more information on how to include the Community Foundation in my estate plan.

FUND TERMS & CONDITIONS

1. TAX STATUS OF FUNDS:

Funds established at The Greater Tacoma Community Foundation (the "Community Foundation") are component funds of The Greater Tacoma Community Foundation, a Section 501(c)(3) public charity and are tax deductible to the extent allowed by law, subject to individual and corporate limitations.

2. PROPERTY OF THE FUND:

The fund shall include the property received herewith, such property as may from time to time be received by the Community Foundation from the donor for inclusion in the fund and accepted by the Community Foundation, and all undistributed income from the foregoing property. The fund shall be the property of the Community Foundation, held by it in its corporate capacity, and shall not be deemed a trust fund held by it in a trustee capacity. The Community Foundation shall have the ultimate authority and control over all property in the fund, and income derived there from, in accordance with the Articles of Incorporation and Bylaws of the Community Foundation, as they may be amended from time to time, and the terms of this Agreement applied in a manner not inconsistent with said Articles and Bylaws.

3. ENDOWED FUNDS:

Endowed funds are also referred to as "permanent" funds. Distributions from endowed funds are limited to our current spending rate and subject to our spending policy. Historically, this has been between 4-5%. View our current spending policy at: www.gtcf.org/policy-statements.

4. NON-ENDOWED FUNDS:

Non-endowed funds are also referred to as "non-permanent" funds. The balance of a non-endowed fund is available for spending in part or in whole at any time.

5. LOW-RISK INVESTMENT POOL:

The Low-Risk Investment Pool is designed for charitable funds that cannot tolerate a potential loss of principal. The Low-Risk Investment Pool is invested in vehicles such as short-term Treasury Funds and other Money Market funds. Returns are not anticipated to keep pace with the Community Foundation's aggregate payout (spending rate plus administrative and investment management fees). As such, over time, there is a high probability that an endowed fund will decline in both nominal and inflation-adjusted terms, eventually reaching a zero balance. The Low-Risk Investment Pool is not recommended for endowed funds.

6. SHORT-TERM INVESTMENT POOL:

The Short-Term Investment Pool is designed for investments with a one- to five-year duration and liquidity needs. The goal for this pool is to provide the optimum total return and protection of principal for expendable component funds which have an expected life from one to five years. Balances in component funds which are invested for less than this period may be subject to greater than acceptable volatility of return. Such balances would have a higher exposure to erosion of principal. This pool is not intended for investment of such shorter term funds, endowments or quasi endowments. The investment objective for the Short-Term Investment Pool is to retain principal value and offset inflation.

7. LONG-TERM INVESTMENT POOL:

The primary objective of the Long-Term Investment Pool, also called the Endowment Pool, is to achieve an annualized total return (net of fees), through appreciation and income, equal to or greater than the rate of inflation (as measured by the broad, domestic Consumer Price Index) plus any spending and administrative expenses thus, at a minimum, maintaining its purchasing power. The Endowment Pool seeks to outperform its benchmarks over full market cycles (for measurement purposes: 5 years). Because the Long-Term Investment Pool contains higher equity exposure than the Low-Risk or Short-Term Pools, it correspondingly entails greater year-over-year volatility.

8. ADMINISTRATIVE AND INVESTMENT FEES:

The fund shall be assessed an annual administrative fee and a fee to cover investment consultant and custodian expenses. The amounts of such annual fees shall be the amounts assessed to similar funds held by the Community Foundation based upon its administrative fee schedule in effect at the time the annual fee is assessed and the amount of investment consultant and custodian fees paid to outside parties.

9. DISTRIBUTIONS:

On endowed funds, distributions from the fund are governed by the Community Foundation’s spending policy. The Community Foundation reserves the right to change the spending policy from time to time at its discretion within the parameters established by law. The current spending policy may be found online at: www.gtcf.org/policy-statements. For donor-advised funds, the Donor Advisor may recommend distributions to qualified charitable organizations for qualified charitable uses; the recommendation shall be submitted in writing to the Community Foundation. It is recognized that distributions must be in furtherance of the Community Foundation’s charitable purpose, as defined in Section 1.170 A-9(e)(11) of the Internal Revenue Service Regulations, and that final control over distributions resides with the Community Foundation through its Board of Directors.

10. INACTIVE DONOR-ADVISED FUNDS:

In order for the Community Foundation to carry out its mandate to distribute charitable dollars into the community, the Community Foundation periodically monitors fund activity. If the donor-advisor has not made a grant recommendation for a two year period, the Community Foundation will contact the advisor(s) to discuss a mutually agreed upon distribution plan to be implemented within a one-year timeframe. If the donor-advisor has not made a grant recommendation within a three year period, the Community Foundation will have the option to allocate the amount available for spending from the fund to unrestricted use.

11. VARIANCE POWER:

The Community Foundation may modify any recommendation or condition on distribution from a fund for any specified charitable purpose or to any specified charitable organization if, in the sole judgment of the Community Foundation, such recommendation or condition becomes unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community. Whenever possible, the Community Foundation will confer with the donor or the donor’s representative before the fund is modified and stay as close as possible to the original intent of the donor.

If the Community Foundation ceases to be a qualified charitable organization, or if the Community Foundation proceeds to dissolve, the assets of the fund shall after payment or making provision for payment of any liabilities properly chargeable to the fund, be distributed to _____ to be used exclusively for charitable purposes. If the _____ is not a qualified charitable organization, said assets shall be distributed in such a manner and to such an organization in the Pierce County community as satisfies the requirements of a qualified charitable organization and serves purposes similar to those of the original underlying donor intent.

12. ADDITIONS TO THE FUND:

Gifts may be added to the fund at any time by the donor. Other donors may also contribute to any fund types, excluding agency funds.

13. FINANCIAL REPORTS:

The Community Foundation shall provide a financial status report at least annually.

14. INVESTMENT OF ASSETS:

Assets contributed to funds established at the Community Foundation will be managed in accordance with the Community Foundation’s “Investment Policy Statements.” All outside investment managers shall be provided with a copy of and must agree to adhere to the Community Foundation’s “Investment Policy Statements” as a condition of continued service in such capacity, and the Community Foundation reserves the right to replace any outside investment manager in its sole discretion. Minimum fund values are

INVESTMENT OF ASSETS (CONTINUED):

required for outside investment. For more information about the requirements for using an outside investment manager, contact the Community Foundation's Philanthropic Services Department.

15. SUCCESSOR ADVISORS:

Once a successor advisor to a donor-advised fund becomes the primary advisor, they in turn can appoint their own successor advisors. There is no limit to the number of times an advisor can appoint a successor advisor for active funds.

16. DEFINITIONS AND CONSTRUCTION:

As used in the Agreement, a "qualified charitable organization" means an organization described in Section 501(c)(3), which is not a private foundation under Section 509(a) of the Internal Revenue Code of 1986.

It is intended that the fund shall be a component fund of the Community Foundation and that nothing in this Agreement shall affect the status of the Community Foundation as an entity which is a qualified charitable organization. This Agreement shall be interpreted in the manner which is consistent with the foregoing intention and so as to conform to the requirements of the Internal Revenue Code and any regulations issued pursuant thereto applicable to the status of the Community Foundation as a charitable foundation.