

Basic Fund Information

This fund is established on _____ (date) by and between _____ (donor(s)) and the Catholic Community Foundation (The Foundation).

Fund Name

The _____

Donor(s)

Name: _____ DOB: _____

Name: _____ DOB: _____

Address: _____

Home Phone: _____ Cell Phone(s): _____

Email(s): _____

Initial Deposit

Please reference the Terms and Conditions for all fund minimums.

The initial gift to establish the fund is \$ _____

Designated Family Endowment = \$ _____ or _____ %

Field of Interest Family Endowment = \$ _____ or _____ %

Please select one below (subject to minimums):

- Begin Grant Distributions Immediately
- Begin Grant Distributions when the balance reaches \$ _____
- Begin Grant Distributions after my/our Lifetime(s)

Notes: _____

Type of Endowment

Select whether you are creating a new Designated Family Endowment, a new Field of Interest Family Endowment, or both. Then complete pages 2-6 according to the type(s) of fund you chose.

- Designated Family Endowment**
A Designated Family Endowment is created to support the nonprofit organizations that are close to your heart. You may select one or multiple organizations to which this endowment will grant. The beneficiaries must have 501(c)(3) status and cannot be a private foundation. See Terms and Conditions for more details.
- Field of Interest Family Endowment**
Field of Interest Endowments grant to multiple organizations for projects that are aligned with a defined purpose. See Terms and Conditions for more details.
Skip to Page 6 if creating this type of endowment.

Designated Family Endowment

Rank

Please indicate the “rank” of each Designated Beneficiary. If there are insufficient funds to grant to all the listed beneficiaries at the time the endowment is funded or if one or more of the beneficiaries ceases to exist, the ranking of beneficiaries will determine the order in which the Foundation distributes funds pro rata.

Reallocation Section

If at any point grants can no longer be made to an organization you selected (either because it ceases to exist or materially changes purpose), by default the Foundation will redistribute the percentage allocated to that beneficiary among the other beneficiaries of this fund. For each beneficiary, please select if you would like the Foundation to find a similarly oriented organization to which future grants would be sent *instead of* reallocating these funds. If the endowment is only granting to one beneficiary, the Foundation will find a similarly oriented organization for future grants. See Terms & Conditions for more details.

Beneficiary Notification Section

You may select when the Foundation reaches out to the beneficiaries to notify them about their inclusion in your Family Endowment. If you choose to delay the initiation of granting, you may choose one of two options:

1. **Notify the beneficiary immediately** that they are included in this endowment. The beneficiary will be notified that granting will not begin immediately and that their inclusion in this endowment is revocable. Gift amounts will not be disclosed to the beneficiary.
2. **Wait to notify the beneficiary** until the first grant is made. The beneficiary will not know that they are included in this endowment until the first grant is distributed.
 - a. If granting begins during the donor(s) lifetime(s), the beneficiary will be notified that their inclusion in the endowment is *revocable*.
 - b. If granting begins after the donor(s) lifetime(s), the beneficiary will be notified that their inclusion in the endowment is *irrevocable*.

Designated Family Endowment cont.

DESIGNATED BENEFICIARY

Rank: _____

Beneficiary Name: _____

Percentage of Total Disbursement: _____% Federal Tax ID#: _____

Mailing address: _____

Please describe the purpose of the grants to this beneficiary:

See notes under Designated Endowments section (page 2) for details on the following questions.

REALLOCATION:

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

BENEFICIARY NOTIFICATION:

- Notify this beneficiary immediately
- Notify this beneficiary only once granting begins

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Rank: _____

Beneficiary Name: _____

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Field of Interest Family Endowment

Please indicate the “rank” of each Field of Interest Category. If there are insufficient funds to grant to all the listed categories at the time the endowment is funded, the ranking of categories will determine the order in which the Foundation distributes funds pro rata.

FIELD OF INTEREST CATEGORY

Rank: _____

Percentage of Total Disbursement _____%

Please describe the purpose & eligible applicants for this Field of Interest Endowment:

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

FIELD OF INTEREST CATEGORY

Rank: _____

Percentage of Total Disbursement _____%

Please describe the purpose & eligible applicants for this Field of Interest Endowment:

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

FIELD OF INTEREST CATEGORY

Rank: _____

Percentage of Total Disbursement _____%

Please describe the purpose & eligible applicants for this Field of Interest Endowment:

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

Additional Notes/Special Instructions

Signatures

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

All information in this form is accurate to the best of my 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

- California All-Purpose Acknowledgement
- Terms & Conditions
- Stock Transfer Form

California All-Purpose Acknowledgement

Civil Code 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____

On _____ before me, _____
insert name and title of the officer

personally appeared

Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

Signature of Notary Public

Place Notary Seal Above

Establishing a Fund

A fund 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 of the Foundation. All gifts to the Foundation are treated as gifts to a public charity and generally tax-deductible, subject to legal limitations. The Foundation does not provide tax or legal advice and recommends that you discuss your tax 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, in violation of the terms of this policy, or inconsistent with the charitable needs of the community served.

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

Fees and Minimums

The following fees and minimums apply:

DESIGNATED FAMILY ENDOWMENT

Minimum initial gift:	\$25,000
Minimum balance to start grants:	\$25,000
Minimum grant per beneficiary:	\$500 (two beneficiaries per \$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 FAMILY ENDOWMENT (PER AREA OF INTEREST)

Minimum initial gift:	\$100,000
Minimum balance to start grants:	\$100,000
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.

Grants from a Family Endowment

Designated Beneficiary Grants

The beneficiary of a Designated Family 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/

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

CHANGING BENEFICIARIES

The donor(s) can change designated beneficiaries once per calendar year. The beneficiaries and percentages on file at the time of the grant calculation will be used for that year's grants. After the donor(s) is/are deceased, the beneficiaries and percentages cannot be changed.

If the programs and/or activities of a beneficiary are no longer in compliance with 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 reallocate the funds intended for that organization among the other beneficiaries of the fund. If there was only one organization listed, or if the donor selected the option in the agreement form, the Foundation will find a new organization to which grants will be directed which the Foundation deems similarly oriented and suited to the original intent of the donor.

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.

NOTIFYING BENEFICIARIES

Organizations named in a Designated Family Endowment will be automatically notified that they are included as a beneficiary of this endowment at the time that the Family Endowment is funded. If the endowment is funded during the donor(s)'s lifetime(s), the donor(s) may request that the Foundation wait until granting begins to notify the beneficiary(ies).

Field of Interest Grants

Field of Interest Family Endowment grants will be made once each year. The amount of the distribution will be calculated in accordance with the disbursement policy of the Foundation. 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. Further restrictions about the types of organizations and programs eligible for grants will be determined by the donor in this agreement form and approved by the Foundation.

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

The Foundation manages various pools of capital. Each pool has different goals and objectives guiding the decisions related to portfolio construction and appropriate risk level. The Foundation embraces socially responsible investing in accordance with the guidance of the United States Conference of Catholic Bishops.

Endowment Growth Pool

GOAL

This pool focuses on the long-term returns and providing *FOREVER VALUE* for endowment beneficiaries. Return objective between 7% and 8.5% net of estimated investment expenses.

ASSET MIX

The risk profile should mirror a 70% equity 30% fixed income portfolio. Additionally, capturing illiquidity premiums as appropriate creates a target allocation that includes private assets.

Asset Allocation Targets Include:

Fixed Income	19%
Public Equities (Derivative Overlay of 16%)	27%
Semi-Liquid Credit Strategies (Fixed Income Risk)	7%
Semi-Liquid Equity Strategies (Equity Risk)	17%
Private Equity	18%
Private Real Assets (60% Equity, 40% Fixed Income Risk)	12%

GRANTING HORIZON

All endowments are invested in this pool with the goal of generating perpetual grants.

NOTE:

Investments are monitored continuously by our experienced investment committee, advisors, and staff. Asset allocations in each pool may be adjusted in response to changing conditions in charitable giving and/or in the financial markets.



Stock Transfer Form

Information for your Broker

To make a broker-to-broker transfer, your broker will require the following written instructions.

Foundation Broker: Morgan Stanley	DTC Participant #: 0015	The Curtis Group at Graystone Consulting
	Foundation Account #: 662-046923-051	1400 Page Mill Rd, Palo Alto, CA 94304 650.496.4260 www.morganstanleygc.com/curtisgroup
	Foundation Taxpayer ID #: 83-0400149	Account Manager: Thomas McCue

The Catholic Community Foundation

777 North First Street, Suite 490, San Jose, CA 95112

Phone: 408.995.5219 Fax: 408.995.5865 Primary Contact: Sean Finigan finigan@catholiccf.org

Information for the Catholic Community Foundation

Once the stock is transferred, please fill out and send the following information to the Catholic Community Foundation via fax or email.

Date of Transfer: _____ Donor Name(s): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

For the benefit of (fund name): _____

Gift Restrictions? _____ Pledge Payment? Y N

Name of Stock: _____ Symbol: _____ # of Shares: _____

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