**Opening a Designated Fund**

We’re honored to partner with you in your philanthropy by creating a customized designated fund just for you. With the information below, we will create a Designated Fund agreement for you to sign. Once that’s signed and your gift is made, your fund will be set!

This worksheet is meant to serve as a guideline for your planning. Our team is here to work with you on these details, and always available for conversation to help you identify and articulate your goals.

**Fund Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*The fund can be named in whatever way you would like. It can be as simple as YOUR NAME Family Fund, or something creative and meaningful to you.*

**Purpose**

The purpose of your fund as stated in your agreement serves as the key direction that the Foundation staff will use as its guide for generations to come. It is important that the purpose is clear and actionable, without getting too specific. For example, “to support Jewish arts and culture at XYZ Synagogue” is preferred to “to support the Love 4 Jewish Arts Program at XYZ Synagogue.”

**Purpose:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Distribution**

Designated funds are designed to be distributed on a regular basis based on the Foundation’s spending policy. Donors have some important choices to make in setting up the fund, which will then be permanently part of your fund agreement. Please select:

* I would like \*only\* spending policy to be distributed each year, so that we can ensure the fund will exist forever.
* I would like to include an option for the Foundation to access the fund’s principal in case of emergency.
* I need to be consulted before funds are distributed.
* I would like the organization to receive distributions by request; they should not receive a regular distribution unless it is needed.

**Variance**

Your designated fund is designed to last forever, and the Foundation will consult your fund agreement for generations to come. Circumstances can change over that time, and we need to make sure we have direction for those possibilities. We call this the variance language, and it should answer the following question:

If your chosen organization/cause ceases to exist, where would you like the funds to go? For example, if a donor supports a particular contemporary art museum, and that museum ceases to exist, then the alternative might be to support contemporary art more generally.

**My variance preference** (we can work on the wording together for the fund agreement): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Special Instructions:**

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