

CSU Chico University Advancement and University Foundation

Endowment Guidelines (non-scholarship)

Endowment Project # _____

New Date Initiated _____

Fund Designation: _____

Revised Date Revised _____

Division Code _____ **College/Division** _____

NOTE: please complete only the fields requiring revision

1) Name of Endowment: _____

General **OR**

Program _____

In the event this specific program ceases to exist, the California Probate Code Section 18501-18510 "Uniform Prudent Management of Institutional Funds Act" will be followed in requesting any change of use.

3) Donor Funding and Account

TRUE ENDOWMENT 8000 project number for restricted funds - \$10,000 minimum starting balance

True endowments will be based on a percentage of the average annual value of the fund as determined by The University Foundation Board of Governors and consistent with its endowment spending policy (see attached). The gift principal remains intact, unless the donor gives express written consent that principal may be used during times when annual earnings are not sufficient to make an annual allocation.

I/We **DO** give consent

I/We **DO NOT** give consent to use the principal as stated above in "TRUE ENDOWMENTS"

Donor Signature: _____

Donor Signature: _____

QUASI ENDOWMENT 8000 project number funds for restricted funds - \$10,000 minimum starting balance

Quasi endowments are determined by the University Foundation Board of Governors. These endowments permit the spending of the principal for the purposes as stated within these guidelines.

TERM ENDOWMENT 8000 project number funds for restricted funds- \$10,000 minimum starting balance

Term endowments are temporary and permit the spending of principal after the specified "term" of the gift by the donors. Until the term is reached, scholarships will be based on a percentage of the average annual earnings as determined by The University Foundation Board of Governors. Terms can be for a period of time, a designated event, or when a specified level of growth is reached.

FLEXIBLE ENDOWMENT 8000 project number funds for restricted funds

Flexible endowments allow the donor to fund an endowment over a period of time. Annual gifts will be made to provide at least the minimum amount that the endowment would generate if it were in place. Concurrently, donor may make gifts to the endowment to build the principal. A written agreement will be made between the donor, department and administration on the details of the endowment.

4) Endowment Criteria

Empty box for Endowment Criteria

Donor Contact Information: Mail to Primary Contact Only

Name _____

Address _____

City _____ State _____ Zip Code _____ Country _____

Phone Number _____ email _____

Secondary Contact Information: Mail to Primary and Secondary Contacts

Name _____

Address _____

City _____ State _____ Zip Code _____ Country _____

Phone Number _____ email _____

Endowment Background

Please provide information about the establishment and intent of this endowment, including the background of the individual(s) for whom it is named. Please attach additional information.

APPROVAL

Please sign and return to University Advancement Scholarship Office Campus Zip 155

I/We have been provided copies of:

The California Probate Code Section 18501-18510 "Uniform Prudent Management of Institutional Funds Act"
 The University Foundation's current Endowment Spending Policy
 Policy on Assessing an Administrative Fee on New Endowments

Donor Date_____
Donor Date_____
Advancement Director/Program Director Date_____
Dean or Vice President Date_____
Vice President for University Advancement Date