



Congratulations on your decision to create a new fund or endowment at Arkansas Community Foundation!

Complete the information below and return it to us by mail, fax or email.

*Please note that the Community Foundation cannot make a grant that provides a benefit to a donor or advisor such as grants for dues or goods or services bought at a charitable auction.

1. Fund Founder Information

Individual Family Corporation Nonprofit Organization Other

Name (if a corporation or nonprofit organization, please include entity's name as well as contact name)

Address where you would like to receive correspondence

City, State, Zip

Home phone

Work phone

Mobile phone

Email

Fund Founder's Birthday Month/Day

Spouse's name

Spouse's Email/phone

Spouse's Birthday Month/Day

2. How did you learn about Arkansas Community Foundation?

Foundation Staff Media Friend

Professional Advisor (name & contact info): _____

Other: _____

3. What would you like to name your fund/endowment?

Please note that the name cannot include the word "Foundation" unless the donor is a private foundation.

4. Choose Your Time Horizon

Action Fund

A non-permanent, non-invested fund with no limits on annual grantmaking (no minimum establishing gift).

Leadership Fund

A non-permanent and invested fund with no limits on annual grantmaking as long as the fund balance remains above \$50,000 for three years (minimum establishing gift of \$100,000). This is often referred to as a quasi-endowment.

Legacy Endowment

A permanent and invested fund with an annual limit on grants in order to preserve the value of the fund for the future (minimum establishing gift of \$10,000).

*For Legacy Endowments with balances of \$10,000 or greater, the amount available for grantmaking each year is determined by a calculation figured each July. If you would like to delay grantmaking and prefer that we not run the calculation in July, check here:

5. Choose the Structure of Your Fund

Please select ONLY ONE of the following categories:

Unrestricted, Field of Interest, Donor Advised, Designated or Scholarship.

Unrestricted

Unrestricted funds are designed to meet the changing needs of Arkansas and its communities. The Community Foundation's staff and advisory committees select grants which make the greatest impact. Unrestricted funds are ideal for donors who want to give back to the community at large and have a wide range of charitable interests.

Field of Interest

Field of Interest funds are designed to support a variety of programs within a particular charitable field. You choose the field you want to support, and the Community Foundation's staff and advisory committees will handle the details of grantmaking within the parameters you provide. Field of Interest Funds are ideal for donors who want to make a deep impact in a particular issue area.

What issue area would you like your Field of Interest fund to address?

Animal Welfare

Arts/Humanities

Community Development

Education

Environment

Health

Heritage

Human Services

Religion

Other Charitable Cause: _____ A Specific Geographic Area: _____

5. Continued

Donor Advised

Donor Advised Funds allow you (and others you choose) to recommend grants to a variety of charitable causes. Each year, you can identify new causes to support or continue to be involved with charities you've supported in the past. Donor Advised Funds are ideal for donors who like to take a hands-on approach to giving or who want to involve the whole family in decisions about giving.

What is the charitable purpose of the fund? (That is, what needs will your fund primarily support? If you do not wish to select a particular area of charitable interest, simply indicate "general charitable purposes.")

In which philanthropic area(s) would you be interested in learning about special projects? The Community Foundation will suggest grants in your selected areas. Please leave blank if you would not like grants suggested to you.

Animal Welfare

Arts/Humanities

Community Development

Education

Environment

Health

Heritage

Human Services

Religion

Other Charitable Cause: _____ A Specific Geographic Area: _____

Who will make grant recommendations for your fund? (Please attach a separate sheet if needed.)

Primary Advisor: _____

Address: _____

Phone & Email: _____

Secondary Advisor: _____

Address: _____

Phone & Email: _____

If this is a family fund, will there be successor advisors (that is, future generations of your family who will take over as grant advisors in the future)? Yes No

Future Advisor(s): _____

Address: _____

Phone & Email: _____

5. Continued

Designated

Designated funds are designed to support a particular charity (or charities) on an ongoing basis. You select the organization(s) you want to support, and the Community Foundation will make annual grants from your fund to the organization(s) you specify. Designated funds are ideal for donors who want to support a favorite charity for the long-term.

Designated grants are distributed annually, bi-annually or quarterly on the 15th of September, December, March and June. Specify your choice of grant distribution here:

_____ Annually _____ Bi-Annually _____ Quarterly

In the month(s) of: _____ March 15 _____ June 15 _____ September 15 _____ December 15

Choose the organization(s) you want to support:
(attach a separate sheet if needed)

Percent:

Charity Name _____ %

Contact Person _____

Address _____

Phone & Email _____

Tax ID # (required) _____

Charity Name _____ %

Contact Person _____

Address _____

Phone & Email _____

Tax ID # (required) _____

_____ **100%** _____

5. Continued

Scholarship

Scholarship funds are designed to provide financial support for students seeking higher education. You choose the selection criteria for your scholarship, and the Community Foundation will convene a committee to select a recipient from among eligible applicants. Scholarship funds are ideal for donors who want to support the educational development of individual students.

Eligibility Criteria & Charitable Purpose

Please consider the points below to establish your guidelines. Then state the charitable purpose of the scholarship and, when appropriate, the designated school. If needed, please attach a separate sheet outlining scholarship criteria. For more information, review our Guide to Establishing a Scholarship.

- **Eligibility:** Graduating student from a particular high school, town or county; enrollment in a particular two- or four-year college/university or vocational/technical institute; field of study.
- **Criteria:** Minimum G.P.A., financial need, community involvement, participation in a specific sport or extracurricular activity.
- **Biographical Sketch:** If the scholarship is established in honor or memory of someone, a brief story may be included to inspire potential applicants.
- **Charitable Purpose of the Scholarship:**

Internal Revenue Service regulations govern the awarding of scholarships, and Arkansas Community Foundation scholarship funds must be administered in compliance with the regulations. Scholarships will be awarded through a competitive process. The scholarship must be made available to a broad “charitable class” from which scholarship recipients will be selected. The scholarship must be advertised so all who are eligible may apply.

Scholarship Grants Policy: Individual grants from non-endowed scholarships must be a minimum of \$2,000. Individual grants from endowed scholarships must be a minimum of \$400. Scholarship awards may be used for customary college expenses: tuition, room and board, fees and books.

6. Initial Gift Information Please tell us about the gift you will use to establish your fund.

Value

\$ _____

Asset

Cash Check enclosed Public securities Other: _____

Installment payments (please describe): _____

Planned Gifts Please remember Arkansas Community Foundation in your estate and financial plans. We are happy to assist your professional advisor with planning language.

Bequest Charitable gift annuity Insurance Other: _____

The Diamond Society

Donors that leave **legacy gifts** through wills, insurance policies, retirement plans, charitable remainder trusts and partial or remainder interests in property become Diamond Society members. In your honor and to show the power of deferred giving, members of the Diamond Society are listed in our publications. If members prefer to remain anonymous, we will respectfully honor that wish. Please choose your preference:

I wish to have my/our name(s) listed as Diamond Society members in Community Foundation publications.

I DO NOT wish to be listed as a Diamond Society member in Community Foundation publications.

Support for the Community Foundation

The Community Foundation is an objective grantmaker supporting all Arkansas nonprofits. By designating part of your initial gift as a grant to Arkansas Community Foundation or one of our affiliates, you become an active partner in our work to promote smart giving to improve communities. A strong Community Foundation can protect and serve your charitable wishes while more efficiently supporting the changing needs of Arkansas's nonprofits.

The Giving Tree Society

Those who give \$10,000 or more to any of our local or statewide Operating or Giving Tree Endowments become members of the Giving Tree Society.

Please designate _____% of my initial gift to my local affiliate's Operating Endowment.

Please designate _____% of my initial gift to Arkansas Community Foundation's Founders Endowment.

7. Acknowledgment and Recognition

In order to share the example of giving, Arkansas Community Foundation lists funds on its website and in other publications. We ask you to allow us to share your story to inspire others. However, we will keep your fund anonymous upon request.

How would you like to be listed in Community Foundation publications?

Is this fund anonymous? Yes No

If yes, the fund will not appear in any publications or on the Community Foundation's website.

Is the donor anonymous? Yes No

If yes, the donor's name will not appear in any publications, on the Community Foundation's website or in the grant letter.

Check here if you prefer that the grantee **NOT** acknowledge you. Unless otherwise requested, charities that receive grants from the fund are asked to acknowledge the donor at the donor's address.

Would you like to be invited to Community Foundation special events?

Yes, invite me No, do not invite me

8. Access to Fund Statements and Information

We provide secure online access to your fund information, including gifts made, grants paid, the value of the fund and access to the latest quarterly statement. Paper statements will not be mailed unless requested. Please select only ONE:

I prefer online access to my fund.

Please provide your email address so we may issue you a username and password and provide login instructions. Email: _____

OR

I prefer a hard copy of my fund statements.

9. Local Affiliate

Funds created in an affiliate area are tracked to their local affiliate. This tracking is for local promotional pieces and can be beneficial in providing an example to others. All Arkansas Community Foundation staff and board members, including local board members, sign confidentiality agreements. Financial details of funds, including balances and grants made, are not made public without prior consent from the donor.

Choose your local affiliate:

- Carroll County Community Foundation
 - Clark County Community Foundation
 - Cleburne County Community Foundation
 - Columbia County Community Foundation
 - Conway County Community Foundation
 - Craighead County Community Foundation
 - Cross County Community Foundation
 - Delta Area Community Foundation (Desha & Lincoln Counties)
 - Arkansas Community Foundation of Greene County
 - Community Foundation of Faulkner County
 - Fayetteville Area Community Foundation (Washington County)
 - Fort Smith Area Community Foundation (Sebastian County)
 - Hot Springs Area Community Foundation (Garland and Montgomery Counties)
 - Johnson County Community Foundation
 - Community Foundation of Lee County
 - Mississippi County Community Foundation
 - Monroe County Community Foundation
 - Ouachita Valley Community Foundation (Ouachita and Calhoun Counties)
 - Phillips County Community Foundation
 - Pine Bluff Area Community Foundation (Jefferson County)
 - Pope County Community Foundation
 - Sharp County Community Foundation
 - Southeast Arkansas Community Foundation (Ashley and Chicot Counties)
 - St. Francis County Community Foundation
 - Texarkana Area Community Foundation (Miller, Little River, Howard, Hempstead and Sevier Counties in Arkansas and Bowie County, Texas)
 - Twin Lakes Community Foundation (Marion, Baxter, Fulton and IZard Counties)
 - White County Community Foundation
- Check here if you live in an unaffiliated county or prefer your fund to be tracked through the central office.**