



OKLAHOMA CITY
COMMUNITY FOUNDATION
Helping you help the community

Advised Fund Policy Statement
DONOR DESIGNATED FUND

A Donor Designated Fund at the Oklahoma City Community Foundation is a very simple way for an individual, family or even a corporation to create a permanent fund that supports specific charitable interests or organizations in perpetuity. The Donor Designated Fund becomes part of the permanent endowment of the Oklahoma City Community Foundation and will always carry the name of the individual donor or group which started the fund. Each year grants will be made from the fund to support qualified 501(c)(3) charitable organizations as designated at the time of the gift. The donor recommends grants to specific charitable organizations when the fund is established. Grants made from a Donor Designated Fund are identified to the recipient organization by the name of the fund unless the donor wishes to remain anonymous.

The fund will continue to make grants to the designated charitable organization(s) long after the original donor is no longer active. The donor's legacy of interest in the community is established and remembered in perpetuity.

The following policies have been adopted by the Trustees of the Oklahoma City Community Foundation regarding the establishment and operation of Donor Designated Funds:

1. Donor Designated Funds are unrestricted gifts to the Oklahoma City Community Foundation, which create or add to a permanent fund named by the donors. The funds become part of the permanent endowment of the Oklahoma City Community Foundation. The minimum to begin an active Donor Designated Fund is \$20,000. Funds may be started with less than \$20,000 but no distributions will be made until the minimum gift total has been accumulated. The minimum amount that may be designated is \$1,000. The Oklahoma City Community Foundation and the donors will execute a fund agreement related to the fund's operation and the donor's intentions. All Oklahoma City Community Foundation funds are subject to the variance power, which allows the Trustees of the Oklahoma City Community Foundation to modify the donor's instructions if these instructions are no longer practical or possible. The donor's intention will always be followed as closely as possible.
2. The Oklahoma City Community Foundation will provide regular financial and investment reports to the donor.

3. The donor may advise the Oklahoma City Community Foundation at the time of the gift to use his funds in any of the following ways:
 1. To make an annual grant to any organization or charitable purpose that has an endowment fund at the Oklahoma City Community Foundation.
 2. To make an annual grant to another 501(c)(3) public charity serving the education and charitable needs of the Oklahoma City community, the State of Oklahoma, or the United States which has been investigated by the Community Foundation and meets the I.R.S. criteria for a tax-deductible gift.
 3. To make an annual grant to any other permanent fund or program operated by the Oklahoma City Community Foundation.
4. The Oklahoma City Community Foundation will inform recipient organizations of grants from Donor Designated Funds and will provide the organizations with the name and address of the donor unless the donor requests that the contribution be anonymous. The donor will have a Donor Profile in the Oklahoma City Community Foundation annual report unless otherwise requested. The names of Donor Designated Funds at the Oklahoma City Community Foundation are not made available to grant seekers or non-profit organizations.
5. All Donor Designated Funds are invested in the Oklahoma City Community Foundation Investment Pool. The Community Foundation charges an administrative fee which is assessed against the market value of the fund each quarter. The current fee schedule is attached to this policy statement as Appendix A.
6. The annual spendable amount available from the fund is calculated based on a spending rule: 5 percent of the average market value of the fund for the preceding 12 quarters. The spendable amount is determined at the end of the Oklahoma City Community Foundation's third quarter, March 31, and following the annual audit. The fund receives a proportionate share of all income and all realized and unrealized capital gains and losses. These allocations are made monthly from the Oklahoma City Community Foundation investment pool.

Donor Designated Fund Policy Statement
Appendix A

Annual administrative fees for Donor Designated Funds are assessed quarterly based on the market value of the fund at the end of the quarter and the following schedule:

60 basis points (0.6%) for the first \$500,000 of the fund's market value

40 basis points (0.4%) for portion of market value between \$500,000 and up to \$1 million

20 basis points (.20%) for portion of market value in excess of \$1 million

The minimum annual fee for a Donor Designated Fund is \$300 to cover administrative and reporting costs.

July 19, 2016