



California State University Stanislaus Foundation

One University Circle, Turlock, CA 95382 Tel: (209) 667-3145 Fax: (209) 667-3076

FOUNDATION ACCOUNT APPLICATION FORM –ENDOWMENT

Complete This Form BEFORE Engaging In Fundraising or Accepting Donations

Requestor: _____ **Fund Number:** _____

Dept: _____ **Phone/Ext:** _____

Funds must be used to benefit the University, a campus program, students, or an authorized faculty activity. Procurement actions and financial transactions must be undertaken in accordance with University and Foundation policies and procedures.

<input type="checkbox"/> Modify/Close Existing Fund	Fund Name: _____
<input type="checkbox"/> Establish New Fund	Fund Name: _____

Purpose of Fund: Attach Endowment Agreement University Program Scholarship Academic Program/Chair

(Additional form is required for setting up an account that endowment will pay out to)

Source of Funding: Contributions Fundraisers Other (Please Specify): _____

Duration: Permanent Term Quasi

Instructions for Closing Fund:

Transfer to Related Fund at Close: # _____ Type: _____

Name: _____

Transfer to State Trust Fund at Close: # _____

Send Periodic Funding Statements To:

Name: _____ Position: _____ Email: _____

Authorized Signatures for Disbursements/Closing Funds (Type or Print):

Name: _____ Signature: _____

University Sponsor

Name: _____ Signature: _____

University Sponsor

- Please note that fees will be assessed on all endowment gifts and funds. See policy on web site.
- Negative fund balances are not allowed. Funds with negative balances that are not immediately resolved may be closed and will become the liability/responsibility of the department associated with the authorized signatures.
- In the event that the Authorized Signatories are no longer at the University, the Foundation Executive Director or Treasurer will identify replacement personnel or will close the fund and transfer balances accordingly.

Approval is Required for Processing

Title	Name	Signature	Date
Manager of Advancement Services Or Vice President for University Advancement			
Foundation Treasurer Or Foundation Executive Director			