



**California State University, Stanislaus Foundation
FOUNDATION ACCOUNT APPLICATION FORM
SCHOLARSHIPS & CAMPUS PROGRAMS**

Requestor: _____

Fund Number: _____

Dept. and Ext: _____

Fund Est. Date: _____

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

Establish New Fund	Fund Name: _____
Modify Existing Fund	Fund Name: _____
Close Existing Fund	Fund Name: _____

Purpose of Fund: Scholarship Campus Program

Source of Funding: Contributions Fundraisers

Explain Operational Use and Benefit to University (add additional attachment if necessary):

***** Attach donor instructions if a Scholarship Fund.**

Anticipated Types of Expenditures within Duration of Fund:

Equipment Services University Charges Supplies Travel
Food/Beverage Payroll Other: _____

Duration of Fund (if less than 18 months): **Start Date:** _____ **End Date:** _____

Instructions for Closing Fund:

Transfer to Fund: No: _____ Type: _____ Name: _____
Transfer to State Trust Fund: _____

Authorized Signatures for Disbursements/Closing Funds:

Name of Univ. Sponsor: _____ Signature: _____

Name of Univ. Sponsor: _____ Signature: _____

- * Please note that fees will be assessed on funds. See Foundation policies.
- * Negative account balances are not allowed. Funds with negative balances that are not immediately resolved may become the liability/responsibility of the department associated with the authorized signatures.
- * Funds may be collected and held in interest bearing accounts. Interest will be paid to account holders or retained by the Foundation per its policies.
- * 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
Dean/Dept. Mgr. or Vice President			
Manager of Advancement or Vice President of Advancement			
Foundation Treasurer or Foundation Executive Director			