



ENDOWMENT TERMS OF REFERENCE

I wish to establish a fund (the “Fund”) with the SD43 Education Foundation. Enclosed herewith is a cheque for \$_____, being the initiating capital of the Fund.¹

The terms of the Fund shall be as follows:

1. The Fund shall be known as the _____. The SD43 Education Foundation may, from time to time, change the name of the Fund upon my written recommendation.
2. The fund’s purpose should be to _____

3. The SD43 Education Foundation shall hold the capital of the Fund permanently and shall invest and administer it in accordance with the provisions of the SD43 Education Foundation. The “income” of the Fund includes interest, dividends and accretions to capital.
4. The SD43 Education Foundation shall disburse the income of the Fund from time to time to “qualified donees” (as defined in the *Income Tax Act (Canada)*) for the objects of the SD43 Education Foundation as the SD43 Education Foundation in its exclusive discretion shall determine. Income earned and undistributed in any given year may be invested and administered as part of the Fund in accordance with the provisions of the SD43 Education Foundation, and the SD43 Education Foundation may disburse that income in any subsequent year.
5. During my lifetime, the SD43 Education Foundation may take my advice and recommendations from time to time regarding the timing of the disbursements and use of the income of the Fund for the purposes of Clause 4 above. These forms will be in effect for at least ten years from date the fund is accepted.

¹ The SD43 Education Foundation requires that a minimum of \$10,000.00 be contributed to the Fund before it is fully constituted. Accordingly, until a minimum of \$10,000.00 has been contributed by the donor or others to this Fund, it shall be known as a “Legacy Fund” and shall be subject to the terms and conditions attached hereto as Schedule “A”.



6. The SD43 Education Foundation shall charge its fees and expenses for administering the Fund against the income or capital of the Fund in an amount determined from time to time in accordance with the policies of the SD43 Education Foundation.
7. The SD43 Education Foundation will furnish receipts valid for income tax purposes in respect to all charitable donations for the Fund received by it.
8. The signatures hereon of any two directors of the SD43 Education Foundation shall constitute the establishment of the Fund.
9. This document may be amended from time to time in accordance with SD43 Education Foundation policies, in consultation where applicable with the original donor or a person appointed as contemplated in Clause 5 above, or as required by law or a government agency with jurisdiction over the SD43 Education Foundation, such as the Canada Revenue Agency.

Donor's signature

Print name

This Fund is approved and accepted by the SD43 Education Foundation, effective

DATE

**SD43 Education Foundation
c/o 550 Poirier Street
Coquitlam, BC V3J 6A7
Telephone: (604) 939-9201**

Authorized Signatory

Print Name

Authorized Signatory

Print Name