

Gift Fund Agreement



CHARTERED PROFESSIONAL ACCOUNTANTS
OF MANITOBA FOUNDATION INC.

Instructions

Please complete the Gifting Fund Agreement (the “Agreement”) to create a Gifting Fund (the “Fund”) with an irrevocable contribution to Chartered Professional Accountants of Manitoba Foundation Inc. (the “Foundation”). By signing the Agreement, you intend to establish the Fund as described below.

Please return this document and any other applicable documents to:

Mail: CPA Manitoba Foundation Inc.
c/o Donovan Henzel, CPA, CMA
1675-One Lombard Place
Winnipeg, MB R3B 0X3

Email: foundation@cpamb.ca

Fax: 204 943.7119

Section 1 - Donor Information

There may be more than one donor establishing the Fund. Please be advised that only the primary donor(s) listed below are permitted to give spending recommendations to the Foundation. Any changes on who can give instructions must be made in writing. All correspondence from the Foundation will be sent to the primary donor unless advised otherwise.

First Name: _____ Last Name: _____

Company Name: _____

Mailing Address: _____

City: _____ Province: _____

Postal Code/Zip Code: _____ CPA Member #: _____

Telephone: _____ Fax: _____

Email: _____

Section 4 – Description of Property Gifted

I/We desire to contribute the following property to the Fund, please provide further detail in Appendix A:

- One-time payment by credit card or cheque
- Monthly recurring payment by credit card on the 1st business day of the month
- Listed Securities
- Fixed Value Preferred Shares (with or without dividend)
- Existing Permanent Life Insurance Contract
- Other

Section 5 – Fund Type

Both fund types listed below are donor-advised and are applicable only to a Fund where the contributed value is at least \$15,000 (as per Section 3).

Restricted Funds

Restricted Funds will permit the spending of the entirety of the Fund. No amount of the Fund shall be considered an endowment and the Fund will not last in perpetuity, but instead will be spent on critical needs of the Foundation. A Restricted Fund may not be converted to an Endowment Fund.

Endowment Funds

Endowment Funds will permit the spending of only the amount in accordance with the Foundation's spending policy, as described further in Section 6. The intention of an Endowment Fund is to spend only the income earned on the Fund, so that no amount of the principal of the initial or subsequent contributions to the Fund will be encroached. As they are invested in various equities, fixed income, mutual funds, and other products, Endowment Funds are subject to market fluctuation. An Endowment Fund may be converted, at any time, to a Restricted Fund.

I/We wish to establish the Fund as:

- Restricted Fund (Flow-through)
- Endowment Fund (Preservation of capital)

Section 6 – Intent of Gift

The minimum amount spent for a **Restricted Fund** in a year is 3.5% of the Fund and that there is no maximum amount of spending in a year. The Fund may disburse its entire value at any point.

The minimum amount spent for an **Endowment Fund** in a year is 3.5% of the Fund, and the estimated spend is set in accordance with the Spending Policy approved by the Foundation’s Board in order to preserve the capital of the Fund.

Only those individuals listed in Section 1 may make recommendations to the Foundation unless such authority has been delegated in writing. In the event of the passing of the individual noted in Section 1, in the absence of further direction, those authorized to administer the Estate of the individual shall be deemed to have this authority.

My/Our wish for the Fund’s purposes are as follows:

Examples can include any or all of the following: student or member financial assistance, bursaries, Indigenous and new Canadian support, internationally-educated professionals (IEP) support, awards, scholarships, post-secondary institution (PSI) support, or general Foundation initiatives.

In the event that unforeseen circumstances make the specified use of this Fund no longer practical or desirable, the Foundation is authorized to make such changes to the extent possible keeping with the spirit and intent of the Fund.

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Section 7 – Fees

The Fund is not subject to any one-time set-up or initiation fees.

To enable the administration of the Fund and to cover operational costs associated with fulfilling the goals and objectives of the Fund, an annual 1% administration fee will be charged based on the fair market value as of the close of business on March 31 of each year. The fees may be subject to change without notice upon Board approval.

Section 8 – Authorization

I/We agree to the terms described herein:

As to the Donors:

Signature of Donor: _____ Date: _____

Full Name: _____

Signature of Donor: _____ Date: _____

Full Name: _____

As to the Foundation

Executive Director: _____ Date: _____

Donovan Henzel, CPA, CMA

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Appendix A: Description of Property Gifted

I/We desire to contribute the following property to the Fund:

One-time payment by credit card or cheque

In the amount of: \$_____ Canadian Dollars

Please make any cheques payable to: **CPA Manitoba Foundation Inc.**

Monthly recurring payment by credit card on the 1st business day of the month

Please charge my credit card as follows:

Credit Card Type: Visa Mastercard American Express

Amount per payment \$_____ Canadian Dollars

Number of payments _____

Name as it appears on card _____

Credit Card Number _____

Expiry Date (MM/YY) _____

Cardholder's Signature _____

Listed Securities (*Attach separate listing if more space is required*)

Name of Security	Ticker/Fund #	# Shares/Unit	Estimated Value

Please also attach a completed and signed copy of the form "Charitable Donation of Securities in Kind" to facilitate this donation.

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- Fixed Value Preferred Shares (with or without dividend)** *Note: Attach separate listing if more space is required*

Name of Corporation	Types of Shares	Number of Shares	Estimated Value	Dividend

Note that the acceptance of donation of preferred shares is subject to review and approval by the Foundation.

- Permanent Life Insurance Contract**

Name of Insured:	
Name of Insurance Provider :	
Insurance Contract Number:	
Current Fair Market Value:	
Death Benefit Amount:	
Other Contract Information: (policy loans, cost structure, premiums owing or due, etc.)	

Note that the acceptance of a donation of a life insurance contract is subject to review and approval by the Foundation.

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Other

Please provide a description of the property (eg. for real estate, the location of the property, estimated fair market value, etc.):

Please note that the acceptance of a donation in the “Other” category is subject to review and approval by the Foundation.

I/We pledge: \$_____ Canadian Dollars

Details of the pledge:

Please note that naming and donor-advised attributes are available only as described in Section 3 of the *Gift Fund Agreement*.