



UCA  
Foundation

**REQUEST TO ESTABLISH A NEW FUND**

**TO:** Executive Director of the UCA Foundation

**NAME** of Fund: \_\_\_\_\_

**TYPE** of Fund:

**Temporarily Restricted Fund (Non-Endowed)** - *Donations will be added to this fund continuously*

**Permanently Restricted Endowed Fund** - *Requires a fund balance of \$25,000 to reach endowment*

**PURPOSE** of this fund (*please state details*)

\_\_\_\_\_  
\_\_\_\_\_

What are the **CRITERIA** for using this fund? (*please state details*)

\_\_\_\_\_  
\_\_\_\_\_

**FINANCIAL MANAGER(S)** (*who at the University will oversee the administration of this fund?*)

Fund Director: Print: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date signed \_\_\_\_\_

Fund Director: Print: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date signed \_\_\_\_\_

Dept. Contact: Name: \_\_\_\_\_

Email: \_\_\_\_\_