



Non-Advised Fund Agreement

*(Choose one)

- Establish a New Fund
- Update Fund Information

***TYPE OF FUND** (choose one)

- Designated
- Field of Interest
- Named Endowed

*Name of Fund

E.G., SMITH FAMILY FUND OR ABC CORPORATE FUND

(Please provide at least one contact.)

PRIMARY CONTACT INFORMATION

*FIRST NAME *LAST NAME

TITLE

* MR MS MRS DR | * MALE FEMALE

MAILING ADDRESS HOME BUSINESS

CITY STATE ZIP

BUSINESS PHONE

HOME PHONE

MOBILE PHONE

*EMAIL ADDRESS

COMPANY NAME

TITLE

DATE OF BIRTH

* = required

ADDITIONAL CONTACT INFORMATION

*FIRST NAME *LAST NAME

TITLE

* MR MS MRS DR | * MALE FEMALE

MAILING ADDRESS HOME BUSINESS

CITY STATE ZIP

BUSINESS PHONE

HOME PHONE

MOBILE PHONE

*EMAIL ADDRESS

COMPANY NAME

TITLE

DATE OF BIRTH

For Internal Use Only:

- Establishing Donor
- Founder

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- Establishing Donor
- Founder

Non-Advised Fund Agreement

REFERRAL INFORMATION

REFERRED TO SVCF BY

RELATIONSHIP

FIRST NAME

LAST NAME

COMPANY

MAILING ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL

SPECIAL INSTRUCTIONS

Please complete the appropriate section based on the type of fund being established.

DESIGNATED FUND

Designated funds are created to support one specific nonprofit and may be endowed or fully expendable. The designated charitable organization must have 501(c)(3) status (or equivalent) and cannot be a private non-operating foundation. Should the organization cease to exist or dramatically change, SVCF will direct the fund's payout to another organization serving similar needs.

NAME OF ORGANIZATION

MAILING ADDRESS

CITY

STATE

ZIP

PHONE

FEDERAL TAX ID#

- Yes, please send this fund's primary contact an annual fund statement.

Spending Policy (choose one)

- Fully Expendable:** Entire fund balance is available for grantmaking.
- Distribute \$ _____ annually.
- Distribute _____ % annually.
- Annual payout to be determined by SVCF based on community need.
- Endowed:** Annual distribution is restricted to SVCF's spending policy.†
- Please make all grants from the fund anonymous.

FIELD OF INTEREST FUND

Field of interest funds support an area of interest that the founder or honoree cares about deeply. Describe your field of interest below:

Spending Policy (choose one)

- Fully Expendable:** Entire fund balance is available for grantmaking.
- Distribute \$ _____ annually.
- Distribute _____ % annually.
- Annual payout to be determined by SVCF based on community need.
- Endowed:** Annual distribution is restricted to SVCF's spending policy.†
- Please make all grants from the fund anonymous.

†Additional information will be required. Please contact SVCF at 650.450.5444 or donate@siliconvalleycf.org.

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NAMED ENDOWED FUND

A named endowed fund may be created to support the Community Endowment Fund, a permanent charitable resource for the region. SVCF will apply its annual spending policy[†] to support SVCF's current and future grantmaking while carrying the name of the founder's choosing. These funds must be endowed and unrestricted in nature. Please indicate the name of the fund below as you would like it to appear publicly.

NAMED ENDOWED FUND NAME

[†]See Fund Terms and Conditions for additional information.

FUND CREATION

Initial gift to establish a fund: \$ _____

Type of Gift:

- Check made payable to Silicon Valley Community Foundation Privately Held Securities[‡]
 Publicly Traded Securities[‡] Restricted Securities[‡]
 Other[‡] Wire[‡]

PLEASE DESCRIBE THE GIFT (INTERFUND TRANSFER, CREDIT CARD, PERSONAL PROPERTY, REAL ESTATE, TESTAMENTARY):

Would you like to support the Community Endowment Fund?

The Community Endowment Fund is a permanent charitable resource that grows through your support and provides invaluable funding to local nonprofit organizations. When you give to the endowment, you are helping to meet the needs of our community today and for years to come by supporting Santa Clara and San Mateo counties in perpetuity.

I would like to make an additional gift to the Community Endowment Fund: \$ _____

Total Donation: \$ _____

PLANNED GIFTS

I have remembered SVCF in my estate plans.

I would like more information on how to include SVCF in my estate plans.

RECOGNITION AND THANKS

How would you like to be recognized?

Each grant made from an advised fund is mailed with a custom grant award letter.

Specify below how you would like the name(s) of the fund advisors to appear in the custom grant award letter:

(E.G., MR. AND MRS. MARK SMITH, JANE AND MARK SMITH, THE SMITH FAMILY, ABC CORPORATION)

Please make all grants from the fund anonymous.

(Note: Anonymity can be customized on a grant-by-grant basis.)

How would you like to be thanked by nonprofits?

An organization that has received grants from the fund may wish to send information to you directly. Please indicate your contact preference for the custom grant letter.

Choose one:

- Provide my home address.
 Provide my business address.
 Do not provide my address.

Mail received by SVCF for the fund will not be forwarded.

[‡]Additional information will be required. Please contact SVCF at 650.450.5444 or donate@siliconvalleycf.org.

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ANONYMITY AND PUBLICITY

SVCF includes information about fund advisors, grantees and funds in our e-newsletters, magazine, website and other printed and online materials. If you would like anonymity, please check all that apply:

- Do not list my name on donor listings.
- Do not include the name of this fund on fund listings.

INVESTMENT OPTIONS (Fully expendable funds only)

Please refer to the attachments regarding investment pool information and allocation. If you need additional information, please contact SVCF.

- I have completed the Investment Allocation form.

ACKNOWLEDGEMENT AND SIGNATURES

I acknowledge I have read SVCF's Support Fees and Minimums and Fund Terms and Conditions and agree to the fees, terms and conditions described therein. I understand that any contribution, once accepted by SVCF's board of directors, represents an irrevocable gift to SVCF. SVCF's board of directors has variance power under IRS regulations, and this gift is not refundable to me.

I hereby certify, to the best of my knowledge, that all information presented in connection with this form is accurate, and I will notify SVCF promptly of any changes.

*PRIMARY CONTACT SIGNATURE

*PRINT NAME

*DATE

SVCF SIGNATURE

PRINT NAME

TITLE

DATE

SPECIAL INSTRUCTIONS:

Please return this form to:

Silicon Valley Community Foundation
Attention: Development Department
2440 West El Camino Real, Suite 300
Mountain View, California 94040-1498

Phone: 650.450.5444

Fax: 650.450.5401

donate@siliconvalleycf.org

Contact SVCF at donate@siliconvalleycf.org or 650.450.5444 if you have questions.

Fund Terms and Conditions

TAX STATUS OF CONTRIBUTION

Funds established at Silicon Valley Community Foundation ("SVCF") are component funds of SVCF, a Section 501(c)(3) public benefit corporation. Certain contributions other than cash or marketable securities must first be approved by SVCF. All contributions to SVCF's funds are treated as gifts to a public charity and are generally tax-deductible, subject to individual limitations. SVCF does not provide tax or legal advice; we recommend consulting a professional advisor with questions about a gift to SVCF.

VARIANCE POWER

As required by law, all assets contributed to funds become irrevocable gifts to SVCF, and legal control and responsibility for the funds rest with SVCF. All funds established at SVCF are subject to SVCF's variance power, subject to individual limitations, as set forth in SVCF's bylaws. Variance power gives SVCF the authority to modify any restriction or condition on the distribution of funds for any specified charitable purposes or to specified organizations if, in the sole judgment of SVCF's board of directors, such restriction or condition becomes unnecessary, incapable of fulfillment or inconsistent with the charitable needs of the community served.

INVESTMENT OF ASSETS

In making a gift to SVCF, donors give up all right, title and interest to the assets contributed. In particular, donors cannot choose investments, investment managers or brokers after their gift has been made, with the exception of a recommended customized investment approach as stated below. The board of directors and investment committee of SVCF have the right to make any or all investment decisions regarding gifts received, except that fund advisors have advisory privileges with respect to fund investments. All assets contributed to funds will be managed in SVCF's investment pools, subject to certain approved exceptions. Investment allocations among SVCF's investment pools can be changed no more than once per calendar year, unless a significant change to grantmaking or fund balance occurs and prudence requires a change. SVCF may hold up to 5% of fund assets in non-interest-bearing cash at any time. All income and capital gains or losses will be allocated to the fund on a monthly basis.

A donor may recommend a customized investment approach through an outside investment advisor for funds carrying a significant balance. SVCF's investment committee must approve the recommended advisor, the advisor's proposed investment strategy and underlying investments.

FEES AND MINIMUMS

There is no set-up fee to open a fund at SVCF, with certain exceptions; however, specific initial gift minimums must be met. Initial gift minimums vary by fund type. Once established, funds are required to maintain a \$1,000 minimum balance and are subject to support and investment fees. A list of current fees and initial gift minimums is available upon request. SVCF reserves the right to change its fee or minimum policies at any time.

FUND SPENDING POLICY

SVCF recommends a minimum 5% annual distribution rate for all funds. For endowed funds, SVCF's board of directors sets and monitors a required annual distribution rate that is calculated as a percentage of fund assets. This rate is based on 12 trailing quarter balances and is subject to change based on community needs, investment performance and the long-term preservation of endowment funds' principal. An endowed fund must be invested for a minimum of 12 months before the fund's initial annual distribution rate can be calculated.

GRANT DISBURSEMENT

Grants must be for charitable purposes, and those grants may be recommended to any 501(c)(3) organization or verified charitable entity (e.g. schools, religious institutions) located in the United States or any nongovernmental organization outside of the United States having a verifiable charitable purpose. All grants directed outside of the United States must comply with federal government regulations, and the prospective grantee must be verified as the equivalent of a public benefit organization within the United States and must otherwise conform to all relevant U.S. federal and state laws. Grants may also be given for charitable purposes to non-501(c)(3) organizations if the charitable expenditure can be verified through a process called expenditure responsibility. Expenditure responsibility is required for any organization not described in IRS Section 170(b)(1)(A), including for-profit companies, private operating foundations and new public charities that do not yet have 501(c)(3) status and disqualifying supporting organizations.

Grants given to all 501(c)(3) public charities within the United States, or organizations on the SVCF Global Charity Database (www.siliconvalleycf.org/ngo) at the time of the grant recommendation, must be for a minimum of \$200 USD. Grants to organizations outside of the United States that are not listed on the SVCF Global Charity Database or grants requiring expenditure responsibility within the United States must be for a minimum of \$1,000 USD. Grant checks sent to organizations are accompanied by an SVCF letter specifying

Fund Terms and Conditions

reason for a delay. However, any fund submitting 20 or more grant recommendations at one time should allow up to 15 business days for processing. Grants made from funds at SVCF are issued on checks with the name and logo of SVCF.

SVCF shall assume responsibility for check writing, bookkeeping, investment management, tax reporting, auditing and evaluation of projects, and for making available to the fund advisors and fund representatives reports of fund income, expenses and grantmaking, as appropriate.

RESTRICTIONS ON GRANTS

In compliance with the Internal Revenue Code, grants are not permitted to individuals; for non-charitable purposes; for political contributions or to support political campaign activities; or for any purpose that would provide benefits, goods or services to a donor to the fund, the fund's advisor(s) or other related parties. A fund advisor is subject to IRS penalties if the fund's donor(s), advisor(s) or other related parties receive benefits, goods or services in connection with a grant recommendation. This includes grants for memberships, event tickets, sponsorships, registration fees in tournaments and cause-related marketing activities. Grants are generally not allowed to private non-operating foundations, unless certain exceptions are met. Please contact SVCF if you have questions about the exclusion of benefits from grant recommendations and/or multiple-year payments.

PAYMENTS FROM A NON-ADVISED FUND

SVCF does not permit expense reimbursements, loans, compensation or other similar payments from a fund to any donor or related party. All expenses must be paid by SVCF directly after appropriate review of the expenses and their payees, and all expenditures must be preapproved by SVCF prior to being incurred. The expense submitted for review must be charitable in nature or support a charitable purpose.

FUNDRAISING POLICY

On rare occasions, SVCF may consider permitting a fund to raise money. All fundraising activities must be pre-approved by SVCF. Fund contacts must allow at least 30 days for approval. Use of SVCF's name on any fundraising material is expressly prohibited without prior written approval by SVCF. SVCF cannot reimburse the donor, fund advisor or related parties for expenses related to fundraising activities. All contributions raised in support of the fund must be made payable to Silicon Valley Community Foundation or SVCF with the name of the fund in the memo line. SVCF is not responsible for the success of fundraising activities.

DESIGNATED FUNDS

Designated funds can only be established for the benefit of one qualified public benefit organization. If that organization ceases to exist or dramatically changes its charitable purpose, SVCF will use its variance power to find a similar organization that matches the donor's intent. Should the donor request that the organization be changed, all remaining assets will be granted to the original organization and a new fund must be established.

CONFLICT OF TERMS

In the event of an inconsistency between these terms and conditions and any terms and conditions appearing elsewhere in connection with any fund, these terms and conditions, as interpreted by SVCF, shall govern, and SVCF reserves the right to take any actions at any time which, in its discretion, it deems reasonably necessary or desirable for the proper administration of any fund at SVCF or to comply with applicable law.

Please return this form to:

Silicon Valley Community Foundation
Attention: Development Department
2440 West El Camino Real, Suite 300
Mountain View, California 94040-1498
Phone: 650.450.5444
Fax: 650.450.5401
donate@siliconvalleycf.org

Contact SVCF at donate@siliconvalleycf.org or 650.450.5444 if you have questions.



Investment Allocation

Name of Fund

E.G., SMITH FAMILY FUND OR ABC CORPORATE FUND

New Fund

Existing Fund # _____

Please indicate your recommended investment pool allocation below. You may allocate to one or more pools. The total must equal 100%. Refer to the Investment Options information on reverse or visit siliconvalleycf.org for a description of each investment pool.

_____ %	Long-Term Growth	For funds that will be invested seven or more years
_____ %	Social Impact	For funds that will be invested seven or more years
_____ %	Balanced	For funds that will be invested three to seven years
_____ %	Short-Term	For funds that will be distributed in one to three years
_____ %	Capital Preservation	For funds that will be distributed within one year or sooner
_____ %	Total	

Future contributions will be invested according to the allocation specified above. Investment allocations can be changed through written instruction once per year or upon a significant change in distribution goals. Reallocations occur on the first business day of the month.

FUND ADVISOR SIGNATURE

DATE

Contact SVCF at donate@siliconvalleycf.org or 650.450.5444 if you have questions or need additional information regarding investment options, allocation or historical performance.

Important Information

Investment returns and principal value will fluctuate such that investments, when redeemed, may be worth more or less than their original cost. A small portion of each pool is held in cash to provide liquidity for distributions. SVCF is not engaged in rendering legal, financial or tax advice. Please see SVCF materials on fees and minimums and terms and conditions for more information. This publication is a service to provide general information. Please consult your financial or legal advisor.

SVCF offers a variety of investment options to meet a range of philanthropic goals and time horizons. As a fund advisor, you may allocate assets to one or more investment pools, and you may change the allocation annually or upon a significant change in distribution goals. Select an allocation that is aligned with your time horizon for investment of the assets. SVCF will maintain your fund's allocation through regular monthly rebalancing.

All pools benefit from purposeful asset allocation, diversification and best-in-class manager selection to achieve the highest returns within an acceptable level of risk. Investments are monitored regularly by SVCF's experienced investment committee, consultant and staff.

	LONG-TERM INVESTMENT OPTIONS	OBJECTIVES AND EXPENSES
HIGHER VOLATILITY	Long-Term Growth 7 years or more 	Seeks long-term growth through a diversified portfolio of global stocks, bonds and alternative investment strategies 55% equity, 20% fixed income and 25% alternatives 7%-8% average annual return objective 1.00%-1.10% estimated annual investment expenses
	Social Impact 7 years or more 	Seeks long-term growth and positive social or environmental impact through a diversified investment portfolio 60% equity, 32% fixed income and 8% alternatives 6.5%-7.5% average annual return objective 0.75%-0.85% estimated annual investment expenses
	Balanced 3-7 years 	Seeks moderate growth and risk through a balanced portfolio of global stocks, bonds and alternative investment strategies 43% equity, 50% fixed income and 7% alternatives 6%-6.5% average annual return objective 0.70%-0.80% estimated annual investment expenses
LOWER VOLATILITY	SHORT-TERM INVESTMENT OPTIONS	OBJECTIVES AND EXPENSES
	Short-Term 1-3 years 	Seeks to outperform money market returns through a portfolio of mostly U.S. short-term bonds 100% U.S. and global fixed income 2%-2.5% average annual return objective 0.20%-0.30% estimated annual investment expenses
	Capital Preservation 1 year or less 	Seeks to preserve capital through a portfolio of cash equivalents 100% money market securities and certificates of deposit 0.25%-0.80% average annual return objective 0.10%-0.20% estimated annual investment expenses

Return objectives are net of fees over full market cycles of seven years or more. Actual returns will fluctuate and may be negative from year to year. Alternative investments include hedge funds, private equity and real assets, which are included to enhance returns, dampen volatility and hedge against inflation. Estimated expenses include investment management, consulting, administration and custody. Expenses do not include those of managers within fund-of-funds, carried interest, incentive fees and the support fee charged by SVCF. Expenses are subject to change in response to portfolio changes.

Contact SVCF at donate@siliconvalleycf.org or 650.450.5444 if you have questions or need additional information on underlying investments or historical performance.

Support Services and Fees

Silicon Valley Community Foundation assesses support fees to cover the cost of administration and to continue SVCF's important work in our community. Fees provide the necessary resources to operate efficiently and effectively, ensuring fiscal responsibility in grant due diligence, donor and nonprofit education, research and other activities. Annual fees are assessed monthly based on average fund balance.

Fund Type and Minimums	Support Fees
Donor Advised, Memorial and Committee Advised Funds \$5,000 minimum initial gift \$1,000 minimum balance	1.0% the first \$3 million 0.75% on amounts over \$3 million 0.50% on amounts over \$10 million 0.25% on amounts over \$25 million \$250 minimum annual fee
Supporting Organizations \$10 million minimum initial gift \$2.5 million minimum balance	1.0% on the first \$15 million 0.65% on amounts over \$15 million 0.25% on amounts over \$25 million 0.10% on amounts over \$30 million \$25,000 minimum annual fee
Field of Interest Funds \$50,000 minimum initial gift \$1,000 minimum balance	2.0% on all balances \$250 minimum annual fee
Scholarship Funds SVCF Managed \$250,000 minimum initial gift \$1,000 minimum balance	2.0% on all balances (includes processing of 10 scholarship applications annually) \$35 processing fee applies for each additional application; total processing fees shall not exceed 4.0% of the fund's annual balance \$250 minimum annual fee
Donor Involved \$50,000 minimum initial gift \$1,000 minimum balance	2.0% on all balances \$250 minimum annual fee
Designated Funds \$10,000 minimum initial gift \$1,000 minimum balance	0.5% on all balances \$250 minimum annual fee
Nonprofit Endowment Funds \$10,000 minimum initial gift \$5,000 minimum balance	0.5% on all balances \$250 minimum annual fee
Nonprofit Investment Funds \$10,000 minimum initial gift \$5,000 minimum balance	1.0% on funds up to \$1 million 0.75% flat rate on funds over \$1 million 0.50% flat rate on funds over \$5 million \$250 minimum annual fee

We also offer corporate advised funds and customized philanthropy services. Other fees may apply under special circumstances.

Contact SVCF at donate@siliconvalleycf.org or 650.450.5444 if you have questions.

Gift Transfer Instructions

GIFTS OF SECURITIES

Silicon Valley Community Foundation (SVCF) is pleased to accept gifts of stock. A stock contribution is valued based on IRS regulations. The value is determined by the mean of the high and the low value of the security on the day that it is credited to an SVCF account or the day that the certificate is in the custody of SVCF. Contributions sent by U.S. Mail are valued as of the date of the postmark.

SVCF's Federal Tax ID # is 20-5205488.

DTC transfers of securities are received anonymously.

In order to track the gift's arrival and ensure that it is credited properly, please notify your SVCF contact or donate@siliconvalleycf.org with

- the expected date of transfer
- the number of shares being transferred and
- the corresponding ticker symbol(s).

DTC Wire Transfers:

Broker: Matthew Ives

Tel: 650.853.4072

Fax: 650.206.5318

Morgan Stanley

DTC #0015

For credit to: MS account 112-089215

Silicon Valley Community Foundation

DELIVERING OR MAILING STOCK CERTIFICATES

Please do not sign the certificates. Send them to SVCF unsigned, along with a letter confirming the gift. Please include in the letter the specific purpose of the gift. Please send signed stock powers in a separate envelope. The stock powers must be signed exactly as the name(s) appear on the stock certificates. SVCF will need two sample signatures from the donor. The signatures on the gift letter, as well as the signature on the stock power, will suffice.

Send Stock Certificates and Stock Powers to:

Silicon Valley Community Foundation

Attention: Gifts Administration

2440 West El Camino Real, Suite 300

Mountain View, California 94040-1498

MUTUAL FUND SHARES

Gifts of mutual fund shares must be transferred directly to an SVCF account within the mutual fund family. Please contact us to verify that we have an account or that we can open one.

GIFTS OF CASH

Cash can be received by wire or check.

Please make checks payable to:

Silicon Valley Community Foundation

Please note fund name or other gift designations in the memo line.

CASH WIRE TRANSFERS

When wiring cash, please notify your SVCF contact or **donate@siliconvalleycf.org** in advance to ensure the gift is properly identified and processed.

For cash wire transfers:

Wells Fargo Bank, N.A.

420 Montgomery Street

San Francisco, California 94104

ABA No.: 121000248

Account No.: 4122436637

Swift Code: WFBIUS6S

Beneficiary: Silicon Valley Community Foundation,

Gifts Account

Contact SVCF at donate@siliconvalleycf.org or 650.450.5444 if you have questions.

Credit Card Transfer

ALL FIELDS REQUIRED

DATE

AMOUNT

GIFT PURPOSE

FOR FUND NAME/NUMBER

CREDIT CARD TYPE

BUSINESS CARD PERSONAL CARD

VISA MASTERCARD AMERICAN EXPRESS DISCOVER

CREDIT CARD NUMBER

EXPIRATION DATE

NAME AS IT APPEARS ON CARD

SIGNATURE

BILLING ADDRESS

ADDRESS

CITY

STATE

ZIP

EMAIL

PHONE NUMBER

Contact SVCF at donate@siliconvalleycf.org or 650.450.5444 if you have questions.

Internal Use Only:

SVCF Staff _____

Transaction Date/Time _____

SPECIAL INSTRUCTIONS: