

# Individually Managed Fund Agreement

Silicon Valley Community Foundation (SVCF) offers fund advisors the opportunity to recommend a trusted investment advisor to manage assets donated through its Individually Managed Fund (IMF) program. Please indicate your recommendation and acknowledgement of the terms below.

## RECOMMENDATION

As fund advisor, I hereby recommend the following investment advisor to manage the donated assets in my fund at SVCF:

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INVESTMENT ADVISOR NAME

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FIRM NAME

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ADDRESS

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DIRECT PHONE

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EMAIL

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## ACKNOWLEDGMENT

I, the fund advisor, understand and acknowledge the following terms:

This recommendation is contingent upon SVCF's review and approval of the investment advisor. The initial fund balance of my fund is at least \$1 million.

As a completed charitable donation, all assets are under the sole control and variance power of SVCF. The investment advisor reports to SVCF and all investment decisions are made by SVCF. The investment advisor cannot be related to any advisor(s) or donor(s) establishing the fund or otherwise be a disqualified person.

Investment performance will be monitored quarterly by SVCF's investment committee, consultant and staff. SVCF may replace the investment advisor at its sole discretion, any time and for any reason, including, but not limited to, personnel or organizational changes at the investment advisor, substandard performance, excessive fees, deviation from SVCF policies, conflicts of interest or questionable ethical behavior. Before terminating an advisor, appropriate due diligence will occur. The donor or fund advisor(s) will be notified before or after termination depending on circumstances.

Investment performance, volatility and expenses of the assets managed by the recommended investment advisor may not be comparable with investment options of the same investment objective offered by SVCF.

In addition to the support fees detailed in the fund agreement, SVCF will assess a one-time set-up fee of \$1,000 for all new IMFs. IMFs will be assessed an annual oversight fee of 0.07% (7 basis points) with a minimum annual fee of \$3,000. For all funds, if the fund balance falls below \$500,000 for more than six consecutive months, the assets may be transferred to one of SVCF's Investment Pools. SVCF will work with donors to determine the liquidity needs for each fund to ensure timely grant processing.

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FUND ADVISOR

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SIGNATURE

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DATE

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FUND NAME

For Internal Use Only:

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FUND #: (for existing funds only)

Contact SVCF at [donate@siliconvalleycf.org](mailto:donate@siliconvalleycf.org) or 650.450.5444 if you have questions.