# UoA_logo_hor_cmyk.pngTHE [insert name] FUND

These rules are to outline the purpose of the bequest/donation and the terms on which the funds are to be spent. Please refer to the original Will or the original documentation/letter received outlining the terms on which the funds have been given.

Consult with Legal Services Branch to ensure Rules comply with the terms of the trust.

**Background**

[Insert background/establishment details about the trust/donor]

**Rules**

1. The fund shall be known as “The [Insert Name] Fund” (**the Fund**).
2. The purpose of the Fund is to [insert] (**the Purpose**).
3. The annual income from the Endowment Fund shall be used to [insert – try to be as specific as you can – ie what sorts of things can be included ie research? Scholarships? What things must be excluded? Ie salaries? Equipment? Buidings?].
4. All expenditure must be approved by the [delegated authority].
5. The [delegated authority] will make recommendations to the [HOS?] for expenditure from the Fund. The [HOS?] may approve none, some or all of the recommendations.
6. All unexpended income in any year will be added to the capital sum in the Endowment Fund.
7. The Fund shall be administered by [INSERT RELEVANT AREA/SCHOOL].
8. The University may vary these Rules from time to time in a manner consistent with the University’s legal obligations and policies.

Approved:

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|  Deputy Vice-Chancellor & Vice-President (Academic/Research), Professor [NAME] | Date:  |