

# Designated Fund Application

Updated June 2023



**Please follow the steps below to establish a JCF Designated Fund:**

1. Fill out and sign the **Designated Fund Application**.
2. **Provide a Corporate Resolution** signed by two officers stating that the board has agreed to a) the establishment of the JCF fund, and b) the appointment of representatives empowered to act on behalf of the organization (see Authorized Parties—section C).
3. Transfer Assets—see **Ways to Contribute**.
4. Select asset allocation: Review the **Investment Performance Chart** and complete the **Fund Investment Recommendation Form**.

*For additional information on Designated Funds and to download forms referenced in this application, visit [jcfny.org/designatedfunds](http://jcfny.org/designatedfunds).*

## **A. DESIGNATED CHARITABLE ORGANIZATION**

A designated fund is for the sole benefit of a 501(c)(3) public charity. All assets in the designated fund may only be granted to the charitable organization listed below.

---

Name of organization

---

Tax identification number

---

Name of contact

Title of contact

---

Address

---

City

State

Zip

---

Alternate verified address

---

City

State

Zip

---

Phone

Email

## **B. NAME OF FUND**

The organization has the privilege of naming the fund.

---

Name of fund

May we list the fund name in our Annual Report?    Yes    No

## C. AUTHORIZED PARTIES/SIGNATORIES

The organization must authorize individuals who will act on its behalf to obtain fund information, recommend grants to the designated charity, and make investment recommendations. Two Authorized Parties/Signatories must be board members/officers and one must be a member of the organization's senior staff. Additional Authorized Parties/Signatories may include organization's senior staff, board members, accountant, attorney or any other individual designated to obtain information regarding the fund. The organization may add or remove Authorized Parties at any time by submitting a Corporate Resolution. To add additional Authorized Parties, see **Authorized Parties Form**.

\_\_\_\_\_ of \_\_\_\_\_ Authorized Parties below must act jointly.

\_\_\_\_\_  
Name 1

\_\_\_\_\_  
\*Date of Birth (required for security purposes)

\_\_\_\_\_  
Relationship to organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone Email

\_\_\_\_\_  
Receive Confidential Information  
Sign grant recommendations  
Sign investment recommendations

\_\_\_\_\_  
Name 3

\_\_\_\_\_  
\*Date of Birth (required for security purposes)

\_\_\_\_\_  
Relationship to organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone Email

\_\_\_\_\_  
Receive Confidential Information  
Sign grant recommendations  
Sign investment recommendations

\_\_\_\_\_  
Name 2

\_\_\_\_\_  
\*Date of Birth (required for security purposes)

\_\_\_\_\_  
Relationship to organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone Email

\_\_\_\_\_  
Receive Confidential Information  
Sign grant recommendations  
Sign investment recommendations

\_\_\_\_\_  
Name 4

\_\_\_\_\_  
\*Date of Birth (required for security purposes)

\_\_\_\_\_  
Relationship to organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone Email

\_\_\_\_\_  
Receive Confidential Information  
Sign grant recommendations  
Sign investment recommendations

## D. IRREVOCABLE CONTRIBUTION

Estimated initial contribution \$\_\_\_\_\_ (minimum \$5,000)

- Send check
- Wire cash
- Marketable Securities
- Mutual Fund Shares

For contribution instructions, please visit: [jcfny.org/charitable-assets-accepted](http://jcfny.org/charitable-assets-accepted). Please notify us of the contribution you are sending using our Contribution Notification Form at [jcfny.org/contribution-notification-form](http://jcfny.org/contribution-notification-form).

## E. ACKNOWLEDGMENTS ON BEHALF OF THE ORGANIZATION

- ✓ We acknowledge that we have read the Policies and Procedures booklet and agree to its terms and/or conditions. We certify that all information in this application is accurate and complete and we will notify the Jewish Communal Fund by Corporate Resolution with any changes.
- ✓ We acknowledge that our appointed representatives are solely responsible for making investment allocations, and understand that JCF cannot be held responsible for the performance of the investments.
- ✓ We acknowledge that the only successor to the fund is the public charity designated in section A, and that assets from this fund must only be granted to the designated charity.
- ✓ We acknowledge that should the organization choose to solicit contributions for the Fund through an event with which there is an associated non-deductible portion, the organization must so inform the Jewish Communal Fund and we understand that the Jewish Communal Fund will not issue a tax substantiation letter for those contributions.
- ✓ We acknowledge that should the organization dissolve or lose its designation by the IRS as a 501(c)(3) not-for-profit organization, the officers of the organization, with the approval of the Jewish Communal Fund's Executive Committee, will grant the remaining funds to organizations with comparable mission statements.
- ✓ We acknowledge that all contributions to JCF are under JCF's legal control and cannot be reported on the organization's financial statements.

## F. SIGNATURES

Two officers of the organization must sign below on behalf of the designated organization.

Signature (Officer 1)	Title	Date
-----------------------	-------	------

Signature (Officer 1)	Title	Date
-----------------------	-------	------

Acknowledged for Jewish Communal Fund by	Date
--	------

How did the organization hear about the Jewish Communal Fund? (choose all that apply)

Advisor    JCF donor    Radio (CBS, Bloomberg, other)    Event    Mailing    Press    Online Search    Friend/relative

Name of person who referred the organization (so we can send our thanks): \_\_\_\_\_