

AGENCY FUND

- **What is an Agency Fund?**

An Agency Fund is established by a charity at a community foundation for the charity's own benefit.

- **Why an Agency Fund?**

It can play a key role in a charity's funding strategy. By establishing and building an agency fund, the monies can be used to supply reliable annual income. Through the growth of this fund, organizations have an opportunity to shift away from fundraising or hosting events.

- **Endowed vs. Non-Endowed**

- **Endowed** - created by an agency to benefit that agency in perpetuity. This model includes an annual spending limit to comply with BCF spending policy.
- **Non-Endowed** - created by an agency to benefit that agency. BCF policy allows for altered spending limits.



BARTLESVILLE
COMMUNITY
FOUNDATION

• Fund Details

- 5% maximum annual spend (endowed)
 - calculated on a 12-quarter average
- Donations made to the fund by donors other than the charity are permanently restricted
- Minimum opening donation is \$5,000
- Fund can be invested in the BCF pooled fund
 - Minimum to keep the fund invested is \$2,000
- 1% annual administrative fee
 - Assessed as .25% quarterly
- ~.50% annual investment fee

• Why an Agency Fund at the BCF?

- Fund falls within BCF's Investment Policy Statement (IPS) and Spending Policy
- Transfer of assets to the BCF
 - Becomes a protected asset of the charity
 - Included in the BCF's full annual audit
- Fund Agreement outlines intent of the money, and who may view and have access to the funds
 - This is then maintained by the BCF staff, treasurer, and board
- BCF Board Variance Power ensures intent of the fund remains intact

**Contact our
office today!
918.337.2287**