

## **SPECIMEN GIFT AGREEMENT**

### **The John Smith Charitable Fund**

#### **Introduction**

This agreement is between The John Smith Charitable Trust (the Donor) and the Scottish Community Foundation (The Foundation) to benefit charities and community groups as described below.

An annual gift will be made to the Foundation and held in a ring fenced fund called the John Smith Fund (the Fund). The Fund will have charitable status under the Foundation's charity number SCO22910.

#### **Focus of the Fund**

The Fund will focus on projects that;

1. [for example] encourage health, well being, self esteem and self confidence especially through education, training and/or physical activity
2. work with [for example] children between the ages of 5 and 18
3. operate in and around [for example] Kilwinning and Dalry, Ayrshire

#### **Financing the Fund**

The Donor will provide a sum to the Foundation to permit grantmaking over a single year. The Donor may choose to continue this agreement, or elect to modify its terms, by making subsequent payments to the Foundation. In the first year, the Donor will provide a sum of £X for distribution according to the criteria that has been set.

#### **Operation of the Fund**


The Donor will make payments into one or both of the following accounts:

##### **Donor-Advised Funds**

Payments made into this account will be held by the Foundation and directed to the charities and community groups that are selected by the Donor.

##### **Open Grant Programme**

Funds made in this account will be held by the Foundation and made available to charities and community groups through an open-award process.



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The Foundation will be responsible for all aspects of grantmaking from the Fund, including:

- Promoting the availability of the Fund
- Dealing with enquiries
- Receiving applications
- Undertaking assessments
- Administering payments

Payments will be made to organisations that (select as appropriate):

- have been selected by the Donor, based on summary reports (assessments) provided by the Foundation
- have been selected by the Foundation's Grants Committee and approved by the Donor
- have been selected by the Foundation's Grants Committee

### **Reporting**

The Donor will receive reports on a bi-annual basis from the Foundation on grants awarded from the Fund.

### **Donation to the Foundation**

The Foundation will be awarded X% of all income to the Fund to cover grantmaking costs.

### **Disclosure**

The Donor will be named in literature produced by the Foundation, including publicity materials and annual accounts.

### **Governance**

The Trustees of the Scottish Community Foundation are ultimately responsible for all funds under its management and must ensure that income is distributed in accordance with current charity legislation.

Signed

\_\_\_\_\_  
Trustee  
The John Smith Charitable Trust

\_\_\_\_\_  
Date

\_\_\_\_\_  
Development Director  
Scottish Community Foundation

\_\_\_\_\_  
Date

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