

University of Winnipeg Foundation

Endowment Minimum Contribution Policy

1.0 Purpose

1.1 The purpose of this Policy is to establish the minimum contribution required to create an endowed fund with the University of Winnipeg Foundation (“the Foundation”).

1.2 The Policy ensures that each endowed fund is of sufficient size to provide meaningful and sustainable annual support while maintaining flexibility for donors to reach the minimum amount over time.

1.3 This Policy supports the Foundation’s mission to strengthen, deepen, and advance The University of Winnipeg through prudent stewardship and responsible management of endowment assets.

2.0 Minimum Endowment Requirement

2.1 The minimum contribution required to establish a named endowed fund is \$25,000.

2.2 This minimum amount reflects the Foundation’s commitment to ensuring that all endowments are sustainable and able to generate annual disbursements consistent with the Foundation’s spending policy.

2.3 The minimum threshold will be reviewed by the Foundation every five (5) years to ensure it remains appropriate in light of inflation, investment returns, and administrative costs.

3.0 Payment Terms and Fund Establishment

3.1 Donors may fulfill the \$25,000 minimum through: a one-time contribution, or annual or monthly installments over a period of up to five (5) consecutive years.

3.2 Donors who choose to pledge the full amount over multiple years must enter into a written pledge agreement outlining the schedule of payments.

3.3 The Foundation may provide annual reminders or pledge summaries to assist donors in completing their commitments.

4.0 Interim Management of Funds

4.1 During the pledge period, contributions received will be held in a temporary holding account until the cumulative total reaches the \$25,000 minimum.

4.2 No disbursements will be made during this interim period.

4.3 If the donor does not complete the pledge within the agreed-upon timeframe, the Foundation will consult with the donor (or their representative) to determine whether the balance should be transferred to an existing endowment with a similar purpose, or used as expendable support consistent with the donor’s intent.

5.0 Fund Activation and Investment

5.1 Once the \$25,000 minimum is achieved, the endowment fund will be formally established and invested as part of the Foundation’s pooled endowment portfolio.

5.2 The first disbursement from the fund will occur after it has been invested for one full fiscal year, in accordance with the Foundation’s endowment spending policy.

5.3 All contributions received will be recorded as contributed capital and held in perpetuity. Investment earnings above the approved annual disbursement and fees will be held in a surplus account. From time to time, the Board of the Foundation may decide to capitalize a portion of the surplus based on risk assessment and the need to have a surplus in case investments do not yield enough to sustain the disbursement rate.

6.0 Donor Recognition

6.1 A donor may name the endowment fund once the \$25,000 minimum is met, subject to the approval of both the Foundation and The University of Winnipeg.

6.2 The naming must align with the University's naming policy and reflect the values and mission of the institution.

7.0 Review and Administration

7.1 This Policy shall be reviewed every five (5) years by the Foundation's Governance or Finance Committee to confirm its continued appropriateness.

7.2 The President and CEO, in consultation with the Chief Operations Officer, shall administer this Policy and ensure compliance with all pledge and investment procedures.

8.0 Conclusion

8.1 The University of Winnipeg Foundation is dedicated to fostering enduring philanthropic relationships. This Policy provides a clear and flexible framework for establishing endowed funds that advance the University's mission and ensure lasting impact for generations to come.