

## **How to Establish a Kiwanis Club Advised Fund in the Ohio District Kiwanis Foundation**

If your club would like to establish a Foundation but does not have the resources to fully invest and manage your funds, the Ohio District Kiwanis Foundation has an option for you to consider. There are many advantages to having your own Foundation-based Club Advised Fund.

Kiwanis Clubs can establish a 501(c)(3) Club Advised Fund in which they can place monies. Funds are invested as a part of the Foundation portfolio so that your fund may yield a greater return on investment. The assets of your Fund are available to your Club for distribution to qualified tax exempt charitable organizations or to your Club upon your Club's request and the approval of the Kiwanis Foundation Board.

### **The steps to establish a Kiwanis Club Advised Fund are:**

1. Request a meeting with the Foundation Executive Director to review the CAF agreement form of the Ohio District Kiwanis Foundation.
2. Complete the agreement form, naming your Fund, and verify a vote by your Board of Directors approving the formation of the Club Advised Fund for your club.
3. Select two individuals who will be responsible for depositing and withdrawing monies from your Fund.
4. You will be notified of your approval by the Ohio District Foundation Board of Directors.
5. Once approved you will be asked to deposit an initial investment of \$5000 into your Fund.
6. You may then begin to collect funds and make deposits in the Foundation treasury for your Fund.