

AGENCY FUND AGREEMENT

Thank you for setting up an agency fund. Your fund will be administered by Greater Horizons, a 501(c)(3) public charity.

Please complete the following form and return to info@greaterhorizons.org or fax to 816.842.8079.

GREATER HORIZONS AGENCY FUND AGREEMENT

1	Agenc	y Information				
	Agency	Name		Doing Business As (If Applicable	<u> </u>	
	Address			City	State	Zip Code
	Phone I	Number	7	Website		
	Primary	Contact Name & Title		Primary Contact Email		
2	Fund N	lame	Name the Fund. Examples: XYZ Charity	Foundation, XYZ Charity Fund, XYZ	Charity Legacy	Fund
	Name o	f Fund			>	
3	Type o	f Agency Fund	You may choose to est Please select one.	ablish a non-endowed or quasi-er	ndowed Agenc	y Fund.
		Non-Endowed: Grants may be made from the	e income and principal	of the Fund with the necessary ap	provals as set f	forth in Section 4.
		Quasi-Endowed: Grants may be made from the	e annual net income of	the Fund with the necessary appro	ovals as set for	th in Section 4.
	Net income is defined as an amount that is computed annually based upon Greater Horizons' current spending pol (currently 5% of the average year-end Fund balances from the past three years). If any portion of the net income is not granted in a particular calendar year, the undistributed net income for such year shall be added to principal. It is not your intention to make grants from the principal of the Fund. However, in the event of extraordinary circumstances, the principal of the Fund, up to the entire Fund balance, may be granted.				net income to principal.	

4. Grant Authorization

Please indicate who may provide approval for grants from the Fund to the Agency in accordance with Sections 3 and 4 of this form.

Grants from the Fund to the Agency may be made upon Greater Horizons' receipt and approval of the written recommendation of at least two of the following selected positions. We recommend selecting at least four positions from the following list. **Agency Board Chair** Agency Director of Finance Agency Board Treasurer Agency Development Director Other: Agency Executive Director or CEO Agency Chief Financial Officer Other: Please list the individual currently occupying each selected position and provide their contact information below. These positions are referred to as Fund Advisors and have online access to view fund statements. If the Fund is quasi-endowed, and grants from the principal of the Fund have been recommended, the Agency must provide minutes of a board meeting showing the request was approved by at least two-thirds of the Agency's Board of Directors. **Agency Position** First Name Middle Name or Initial Last Name Suffix Zip Code **Address** City State ☐ Home ☐ Work **Email Address** Phone ☐ Home ☐ Work ☐ Cell **Agency Position** Middle Name or Initial Suffix First Name Last Name Address City Zip Code Home ☐ Work State **Email Address** Phone ☐ Home ☐ Work ☐ Cell

Agency Posi	tion					
First Name			Middle Name or Initial	Last Name		Suffix
Address	Home	Work		City	State	Zip Code
Phone	Home	Work	Cell	Email Address		
Agency Posi	ition					
First Name			Middle Name or Initial	Last Name		Suffix
Address	Home	☐ Work		City	State	Zip Code
Phone	Home	Work	Cell	Email Address		
Agency Posi	tion					
First Name			Middle Name or Initial	Last Name		Suffix
Address	Home	Work		City	State	Zip Code
Phone		Work	Пеш	Email Address		

Agency Pos	sition					
First Name			Middle Name or Initial	Last Name		Suffix
Address	Home	Work		City	State	Zip Code
Phone	Home	Work	Cell	Email Address		
Agency Pos	sition					
First Name			Middle Name or Initial	Last Name		Suffix
Address	Home	Work		City	State	Zip Code
Phone	Home	Work	Cell	Email Address		
			~			
Agency Pos	sition					
First Name			Middle Name or Initial	Last Name		Suffix
Address	Home	☐ Work	·	City	State	Zip Code
Phone	Home	Work		Email Address		

] O _k	Option 1: Select one of Greater Horizons' agency fund investment mixes from the options listed below.				
		More Risk		Less Risk	
	Agency Fund	Aggressive	Moderately Aggressive	Moderate	
	Mix Options ▶				
	Domestic	==0/	4=0/	2.60/	

	Mix Options >			
nvestment Pools	Domestic Equity	57%	47%	36%
	International Equity	23%	18%	14%
ment	Intermediate-Term Fixed Income	10%	10%	15%
nvest	Short-Term Fixed Income	10%	25%	35%
_	Money Market	0%	0%	0%

Option 2: Build a custom mix using Greater Horizons' investment pools. Combined total must equal 100%.

	Social Impact* (70% U.S. Stock / 30% Foreign Stock)	%
	Environmental Impact** (70% U.S. Stock / 30% Foreign Stock)	%
S	Broad ESG Impact*** (70% U.S. Stock / 30% Foreign Stock)	%
it Pools	Domestic Equity (100% U.S. Stock)	%
nvestment	International Equity (100% Foreign Stock: 80% Developed Markets / 20% Emerging Markets)	%
Inve	Intermediate-Term Fixed Income	%
	Short-Term Fixed Income	%
	Money Market	%

*SOCIAL IMPACT

The Social Impact Pool invests in organizations that are treating employees and customers fairly and are creating opportunities for the least advantaged. Additionally, the Pool focuses on investment managers from groups that have been traditionally excluded from the asset management industry.

**ENVIRONMENTAL IMPACT

The Environmental Impact Pool invests in organizations that are best positioned to address and cope with rising climate risks by reducing carbon emissions, conserving resources, and adopting environmental policies.

***BROAD ESG IMPACT

The Broad ESG Impact Pool invests in organizations that tackle global challenges through commitments to environmental action, diversity and inclusion, and good governance.

Additional information about the impact (ESG) pools is available at www.greaterhorizons.org/investing.

6	Professional Advisor Information	Please list any additional professional advisors (accountants, attorneys, financial advisors) with whom Greater Horizons may share information about your Fund should they inquire. If you would like to give any of the following advisors permission to view your Fund online, or make investment changes on your behalf, please indicate in Section 9.			
	Professional Advisor Name & Professi	on	Firm Name		
	Professional Advisor Name & Professi	on	Firm Name		
7	Contribution Information	other assets you plan t	vill make your initial contribute contribute to the Fund, pleadvisor or financial institutio	ease list in Section 9. You	ı will need to
	Estimated Initial Contribution		Approximate Date of Ir	itial Contribution	
	Check Wire or ACH Bank Name:				
8	Referral Information	If someone guided you following information	i in the decision to establish about your referral.	the Fund, please provide	e the
	Name		Organization Name		
	Address		City	State	Zip Code
	Phone		Email Address		
If yo	ou did not receive a personal referral, p	olease share how you hea	ard about us:		





10 Terms & Required Signature(s)

The Agency named in this document establishes this Fund with Greater Horizons.

The Agency may make recommendations for grants to the Agency, investments, and other administrative matters in accordance with Sections 3 and 4 of this form.

Allocations are rebalanced to targets once a month. In the interim, cash coming into the Fund will be held in the Money Market Pool. The responsibility for managing Greater Horizons' investment program is vested in Greater Horizons' Board of Directors through its Investment Committee. The percentages in the mix options may change from time to time upon Investment Committee review. For additional details regarding investment mixes and pools, refer to www.greaterhorizons.org/agency-funds to view the Investment Performance Summary and the Supplemental Report.

As required by IRS regulations:

- a) the investment recommendation is advisory only and Greater Horizons may, at its sole and absolute discretion, follow or decline to follow the recommendation;
- b) Greater Horizons may at any time, at its sole and absolute discretion, change the investment of all or any portion of the assets in the Fund;
- c) if the investment recommendation is accepted, the investments will be administered in accordance with the financial policies and fiduciary standards of Greater Horizons; and
- d) investments are subject to normal market and interest rate fluctuation risks, and any gain or loss generated by the above investments will be credited or charged to the Fund.

Greater Horizons administrative fee schedule is attached. The fee schedule is subject to modification and may be increased or decreased at the sole discretion of Greater Horizons.

The Agency Fund Policies are attached; signing below indicates acceptance of these policies. The Agency Fund Policies are subject to change. Greater Horizons reserves the right to make the final decision regarding distributions from the Fund. The Board of Greater Horizons shall have the power to modify any restriction or condition on the distribution of funds for any specified charitable purposes or to specified charitable organizations if, in the sole judgment of the Board, such restriction or condition becomes unnecessary, obsolete, incapable of fulfillment, impractical or inconsistent with the community's charitable needs.

In the event that the Agency and its legal successors cease to exist, the Agency requests that the Fund be converted to a Field-of-Interest Fund from which grants will be distributed to charitable agencies providing similar services as currently being provided by the Agency.

Agency Board Chair Signature	Printed Name	Date
Agency CEO or Executive Director Signature	Printed Name	Date
Accepted by:		

11 Agency Fund Policies

Contributing to Agency Funds

Please visit www.greaterhorizons.org/agency-funds for instructions on contributing checks or wire transfers of cash to an agency fund.

Grants from Agency Funds

The agency may make recommendations for grants to the agency. Greater Horizons will process grants from an agency fund back to the agency.

Fundraising

Greater Horizons cannot sponsor or directly reimburse expenses incurred by an individual or agency for any fundraising activities or any other events intended to benefit any agency fund, and will not be responsible for the collection of any amounts from any benefit, ball, banquet, athletic event or third-party online fundraising page. Greater Horizons will only be responsible for the proper disbursement of funds actually received. Any advertising, promotional or other materials must be consistent with this policy. Additional information about fundraising can be found at www.greaterhorizons.org/fundraising-guidelines.

Agency Staff and Volunteer Updates

As the individuals listed in Section 4 of this form change, please provide Greater Horizons with updated information by completing the Update Your Agency Fund form, available at www.greaterhorizons.org/agency-funds.

Revisions to the Agency Fund Agreement

There may be a time when the objectives of an agency fund change during the course of an agency fund being held at the Greater Horizons. Please contact Greater Horizons to discuss possible revisions to an agency fund agreement.

Investment Review and Changes to Investments

If an agency is using Greater Horizons' investment pools or a custom mix, Greater Horizons welcomes the opportunity to involve agency staff, volunteers or both in an investment review with Greater Horizons' Director of Investments and a Philanthropic Advisor. If a change is needed to the investment mix, the agency will be asked to submit an investment recommendation form, signed by those individuals authorized in Section 4 of this form.

Fund Statements

Fund statements showing gift, grant and investment activity for agency funds are available through the online donor portal.

Accounting for Agency Funds

Public charities that establish agency funds with Greater Horizons should consult with their auditors on the proper reporting of assets in an agency fund. Greater Horizons has provided the guidance below for informational purposes. Financial Accounting Standards Board directive No. 136 indicates that when a nonprofit transfers a portion of its own assets to a fund at a community foundation, the nonprofit may continue to report those assets as its own, with the offsetting activity reported in net assets. Greater Horizons may also report the asset, with the offsetting activity reported as a liability to the nonprofit.

Who Can Manage the Investments of an Agency Fund

The agency may recommend that an agency fund be invested in Greater Horizons' investment pools or with a financial advisor. Financial advisors may manage the investments of an agency fund as long as the financial advisor is not (i) the agency or an employee of the agency, (ii) a Fund Advisor, (iii) any family member of an employee or Fund Advisor (defined as that person's spouse, ancestors, children, grandchildren, great grandchildren, siblings and the spouses of children, grandchildren, great grandchildren, siblings) and (iv) any entity where more than 35 percent of the entity is owned/controlled by any of these persons. If Greater Horizons does not receive an investment recommendation for the Fund, assets will be held in the Money Market Pool.

Confidentiality and Privacy Policy

Greater Horizons holds all information concerning agency funds in strict confidence. Greater Horizons will only release information about an agency fund if the agency has given permission, or if a government agency or court has the legal authority to request the information. All personal data collected on this form is subject to Greater Horizons' privacy policy, which can be found at www.greaterhorizons.org/privacy-policy.

Additional Detail on These Policies

Please see the Procedures for the Establishment and Operation of Funds and relevant sections of the Bylaws of Greater Horizons, available at www.greaterhorizons.org/procedures.