



**OTTAWA
COMMUNITY
FOUNDATION**

invested for good

POLICY

APPROVAL OF FUND AGREEMENTS

The Board of Directors approves the Foundation's standard forms of agreement for all funds. Authority to complete new agreements, based on the standard forms and subject to the terms of the approved Gift Acceptance Policy, is delegated to staff. Each agreement, once negotiated, is signed by two signing authorities, consistent with the Banking Resolution Policy.

Any substantive variation to the standard form is reviewed by legal counsel. Legal counsel may approve the variation by initialing the document or bringing the agreement to the Board for approval.

ORIGINAL EFFECTIVE DATE: September 21, 1999

LAST REVIEWED: February 2021

SUBJECT TO REVIEW: February 2026