



Administrative Fee & Fund Minimum Policy

A community foundation makes available to the public upon request the names of its investment managers, fees charged (including investment and administrative fees), governing body or appointees who are responsible for investment oversight.

Administrative fees are taken monthly (1/12 of the annual fee is calculated on the fund balance for each month). The fees below do not include investment management fees for funds in the investment pool.

Fund	Initial donation	Administrative fee
<i>Field of interest or unrestricted</i>	\$10,000 minimum for nonpermanent	\$250 minimum or 2% annually (whichever is greater) plus any *reasonable expenses
<i>Donor advised endowment funds or non-permanent donor-advised funds</i>	\$5,000 minimum for nonpermanent funds \$25,000 minimum for endowment funds	\$5,000 to \$12,500 \$250 \$12,501 - \$499,999 2% annually \$500,000 – \$999,999 1.5% annually \$ 1 million + 1% annually
<i>Designated endowment funds</i> <i>Agency endowment funds</i>	\$10,000 minimum	\$10,000 - \$ 49,999 \$250 annually \$50,000 + .5% annually
<i>Flex Fund for agency</i>	\$10,000 minimum	\$10,000 + \$250 minimum or .75% whichever is greater
<i>Scholarship funds</i>	\$25,000 minimum for endowed funds \$15,000 minimum for nonpermanent	\$500 minimum or 2% annually (whichever is greater)
<i>Giving circles</i>	\$10,000 minimum	\$800 minimum or 8% of the fund balance whichever is greater
<i>Project funds</i>		an initial fee of \$250-500 may be charged to cover any legal, accounting and start-up costs incurred by the Foundation 3-8% on new gifts to the fund (based on activity / transactions) plus any *reasonable expenses

* Reasonable expenses are in addition to any fees (i.e. flyer developed for a project for a field of interest fund, grant program development, mailings, marketing, etc.)