

# Your partner in managing endowments



Community Foundation  
for Kingston & Area

At the Community Foundation for Kingston & Area, we know how important your organization is to our community. We also know how complex running a charity can be. On top of delivering on your core mission, many essential tasks can take your staff, volunteers and board members away from what they do best: making a difference for people in need.

**We're here to help.** We have the experience and resources to help ease the burden of managing endowment funds. We have been working with charities in Kingston and area to create customized permanent endowment funds since 1995.

## Creating your own endowment fund

By establishing your own Agency Endowment Fund with us, you can develop a stable source of funding for your organization's charitable goals and operating needs. You will benefit from our professional investment management and established fund administration policies and practices.

### We help by:

- Investing and managing your endowment so you can focus on your mission
- Making it easy for donors to give to your fund; both through gifts now and bequest gifts
- Offering advice on everything from how to set up your fund to ideas for marketing your endowment fund and providing sample language for bequest gifts
- Providing you with a reliable source of unrestricted funding each year



## What is an endowment fund?

Endowment funds are monies that are invested to generate income for a lengthy period of time. Endowment funds are typically structured so that the principal amount invested remains intact (a permanent endowment fund) or they can be structured so that a portion of the principal can also be released each year (a quasi-endowed fund).

*"Like many charitable organizations, we needed a secure annual income to cover the costs of our activities, including stewardship of our nature reserves. We built an endowment through generous gifts and bequests. However, managing it is a daunting task for volunteer board members. Our solution was to draw on the expertise of the Foundation. This has proven to be a very good partnership, freeing up our board members to focus on our core objectives."*

**Larry McCurdy, Treasurer,  
Kingston Field Naturalists**

CFKA's Tina Bailey with Shawn Quigley,  
Executive Director of Youth Diversion



## A variety of options for your donors

Endowments are often funded through bequest gifts as part of an overall estate plan. This gives your donors peace of mind knowing that their cherished cause will be supported in perpetuity. By establishing an Agency Fund, donors may make a gift of any size to your fund now and/or through their estate.

If leaving a personal legacy and naming is important, donors can establish their own named fund with us and have the annual earnings directed to your charity. We would be pleased to discuss the options with you and your donors. We can also help you accept gifts from donors who want to make a donation of appreciated securities (e.g. stocks or mutual funds) so they don't have to pay tax on the capital gain.

## Benefits of working with the Community Foundation

As part of our low administrative fee, we provide a number of services when Agency Funds are established with us:

- Provide you with annual statements detailing all of the activity on your fund
- Disburse your fund payout to you annually (late Spring each year)
- Process donations to your fund received by phone, mail and online or through securities
- Issue charitable donation receipts directly to donors
- Offer advice on gifts of securities, planned gifts, marketing and growing your endowment
- Administer estate gifts to your endowment
- List your Agency Fund on our website and online giving pages
- Create your own, customized endowment fund giving page through Canada Helps
- Feature the creation of your Agency Fund in our publications

*"Our Agency Fund lets us show prospective donors and their financial advisors that we're here for the long haul, with support carefully managed into the next generation. The Foundation's fund advisors are professional, respected and dedicated. We, and importantly, our donors, trust their investment decisions."*

**Mara Shaw, Executive Director, Loving Spoonful**

## We're here to help

We invite you to get in touch with us to explore how we can help. Contact Tina Bailey, Executive Director, at 613.546.9696 or [tina@cfka.org](mailto:tina@cfka.org)

### Local charities with CFKA endowment funds:

Boys and Girls Club of Kingston & Area  
Camp Outlook  
Canadian Mental Health Association  
Canta Arya School for Strings  
Frontenac County Schools Museum  
Habitat for Humanity  
Kingston Field Naturalists  
Kingston Frontenac Public Library  
Kingston Humane Society  
Kingston School of Art  
Kingston Symphony Association  
Kingston WritersFest  
Land Conservancy for Kingston, Frontenac, Lennox & Addington  
Loving Spoonful  
The Mess Open Arts Studio  
Marine Museum of the Great Lakes at Kingston  
Pathways to Education Kingston  
Pumphouse Steam Museum – City of Kingston  
Rideau Waterway Land Trust  
Rotary Club of Kingston  
Seniors Association Kingston Region  
The Spire  
Youth Diversion  
Wintergreen Studios

### Foundation contact info:

275 Ontario Street Suite #100  
Kingston, ON K7K 2X5  
Phone: 613.546.9696  
Email: [info@cfka.org](mailto:info@cfka.org)  
Web: [www.cfka.org](http://www.cfka.org)



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