

METROPOLITAN STATE UNIVERSITY of DENVER FOUNDATION, INC.
Campus Box 14, Denver CO 80202

Program Formation Agreement

This agreement is made and entered by and between Metropolitan State University of Denver (the “University”) and The Metropolitan State University of Denver Foundation, Inc. (the “Foundation”) a not-for-profit corporation duly existing under the laws of the State of Colorado. This agreement establishes a fund to be held and administered by the Foundation for the benefit of students at Metropolitan State University of Denver in consideration of the following premises:

I. Establishment

The Foundation hereby agrees to establish the _____ Program Account (the “Program”) per the terms of this agreement, to become effective at such time as the minimum funding requirements for the Program have been received and accepted by the Foundation. The Fund shall be classified as a current expendable fund.

The Program Account Holder agrees to use Program funds according to the specific wishes of donors (where known), and in all cases, to the benefit of the University and its students.

II. Purpose

The Program shall be applied by the Foundation and the University for the following purposes: (please provide a general statement regarding the purpose of the program and how funds will be expended to benefit the University and its students). If there are any further specific requirements, please state.

If the Program exists for a specific purpose or grant, please provide a copy of the grant proposal and budget for the Program.

III. Funding

Please describe the source of funding for this program:

A minimum amount of \$1,000 is required to set up a program account.

IV. Administration

The management and expenditure of all gifts to the Program shall be in accordance with Foundation and University policies and procedures. To be considered for approval, the program must clearly support the Foundation’s/University’s mission of instruction, student service, or public service. The Program must be an ongoing activity, and must maintain a positive cash balance at all times. If, at some time, the Program is to cease operations, excess funds may be transferred to another program account agreed upon by the University and the Foundation. All

funds received by the Foundation will be assessed the greater of a one-time 6% administrative fee or the full amount allowed per grant agreements.

V. Authorized Signatories for Fund Disbursements

Primary Signatory - Print Name

Signature

Campus Box Number

Phone Number

Secondary Signatory - Print Name

Signature

Campus Box Number

Phone Number

VI. Amendment

This agreement may be amended by mutual consent of the University and the Foundation.

VII. Agreement accepted by:

Metropolitan State University of Denver Foundation, Inc.:

Christine Márquez-Hudson
Vice President of University Advancement
& Executive Director of the Foundation

Date

Metropolitan State University of Denver:
(This may be a Vice President, a Dean, or an Associate Vice President or Dean)

Name:
Title:

Date

Activity Code Assigned: (For Foundation Use) _____