

**Date:** [Insert Date]

**To: President or to USG Fiscal Affairs**

**From:** Chief Business Officer Name, Title

**Subject:** Fund Certification Letter – Endowed Position Request

This letter serves as certification that the funds for the establishment of the [Name of Endowed Position] at the University of Georgia are in hand and in compliance with Board Policy Manual, Section 8.3.2.2.

Specifically:

- The funding source for this endowed position is **[Foundation Account Name/Number]**.
- The current balance of this account is **[\$[Amount]]**.
- The annual spending allocation is sufficient to support the ongoing funding requirements associated with this endowed position.
- The Foundation's investment objective is to preserve its purchasing power while providing a continuing and stable funding source to support the current and future mission of the Foundation. To accomplish this objective, the Long Term (LT) Fund seeks to generate a total return that will exceed all expenses associated with managing the LT Fund and the eroding effects of inflation, at least 5% + CPI, over the long term. It is the intention that all total return (interest income, dividends, realized gains, and unrealized gains) above and beyond the amount approved for expenditure or distribution will be reinvested in the LT Fund. The LT Fund will be managed on a total return basis, consistent with the applicable standard of conduct set forth in the Uniform Prudent Management of Institutional Funds Act (UPMIFA). To achieve its investment objective, the LT Fund will allocate across asset classes consistent with its investment objective.

In most cases, the entirety of the funding requirement will be covered by the foundation account listed above.

If additional information is needed, please contact me at **[CBO phone/email]**.

Sincerely,

[Signature]

[Chief Business Officer Name]

[Title]

[Institution Name]