



Memorandum of Understanding Questionnaire

Please e-mail the completed form to George Wendt by clicking the submit button below.

A first review draft MOU will be created and e-mailed to you for donor review. Once approved, an original will be created and e-mailed to you to obtain the donors' OK and/or signature.

Note: Standard turn-around time for the first review draft is three (3) working days; longer during certain times of the year.

Name of Endowment:

(Exactly as to appear in MOU.)

Type: Scholarship Faculty Fellowship Professorship Graduate Fellowship
 Chair "Stair-Step" Donor Advised General

Payout: *Endowed - Calculated Distribution* *Quasi-Endowed* *Other (Describe in "Comments")*

Donor(s):

Donor(s) address:

Anonymous: No Yes

Signatories: Same as Donor(s), Or:

Total Gift Amount: \$

Current Gift

Payment Schedule:

Amount

By December 31st of:

First	\$ <input type="text"/>	<input type="text"/>
Second	\$ <input type="text"/>	<input type="text"/>
Third	\$ <input type="text"/>	<input type="text"/>
Fourth	\$ <input type="text"/>	<input type="text"/>
Fifth	\$ <input type="text"/>	<input type="text"/>

OR

Bequest:

OR

Other Deferred Gift (*Describe in "Comments"*)

Purpose:

**Honoree
Background:**

N/A

**Selection
Criteria:**

Standard as appears in MOU template with this suggested addition:

Administered By: SFAS College/School/Dept of:

Comments:

N/A

Development Officer:

Phone:

Date Submitted:

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