

SPECIFIC PURPOSE FUND AUTHORIZATION

Request Title and Purpose

Requested by Sister Karen Helfenstein Date: 10/22/96

Fund Title: Ethics Chair Endowment Fund

Purpose of fund: Establishment of an Ethics Chair Endowment

(please attach award notice of grant or donor correspondence)
Fund Number: (to be assigned by Grants Accounting)

992180
329218 -
1593 -
contribution

Source of Funds

Source of Funds: Various donations

Is this a(n):

- Individual Gift
- Bequest
- Foundation Grant
- Corporation or Corporate Grant
- Government Grant
- Health Agency Grant (American Cancer Society, etc.)
- Other (specify) Sisters of Charity Grant

Is funding to be () one time or (x) repetitive?

If repetitive what is anticipated receipt schedule? On-going

Fund Grant amount: See Attached

Period: On-going

Does Fund/Grant pay Overhead: (x) No () Yes Rate _____

Basis: () Total Direct Cost () Salary & Wages

Does Fund/Grant pay fringe benefits? (X) No () Yes Rate _____

External Reporting

Is reporting to the grantor required? (x) No () Yes
If Yes, annual
other: (specify) _____

Is annual audit report required ? (x) No () Yes
If Yes, specify _____

Is a public announcement of award required or desired by grantor
(x) No () Yes

**Fund Authorization
for Payments and
Uses**

Who is Fund Administrator? Sister Karen Heffner

Who is Authorized to make expenditures from Fund?

Sister Karen Heffner

Are payments restricted to specific purpose? No Yes
If Yes, check items allowed: Salaries () Fringe Benefits
() Supplies () Capital Equipment () Operating Expenses
() Other (specify) _____

**Fund Billing
for Services**

Will fund bill any one for services provided (x) No () Yes
If Yes, Name organization or persons & address to be billed:

Who will perform the Billing? _____

General

Will fund produce a deficit balance? No Yes
If Yes, explain: Until endowment increases to cover
full salary support of Chiropractor

Approval

Department Chairman/Director _____ Date: _____
Division Vice President Sister Karen Heffner Date: 11/24/96
Vice President/Development &
External Affairs Jim Sore Date: 1/21/97
Grants Accounting Bob Whaley Date: 12/21/96
Dir. Financial Operations A. Mullen Date: _____
Vice President for Finance _____ Date: _____

**After
Approval:**

Vice President, Finance Dir. Financial Operations
Vice President, Development Fund Administrator
and External Affairs
Division Vice President