

Ottawa Jewish Community Foundation

ORIENTATION POWERPOINT

July 2016



OTTAWA JEWISH
COMMUNITY FOUNDATION

Mission and Vision

Mission Statement

The Ottawa Jewish Community Foundation provides donors the vehicle to contribute to the long term financial stability and support of the needs of the agencies which serve the Ottawa Jewish Community.

The Foundation acts as a steward for these gifts and links the past, the present and the future while building trust with everyone we serve.

Vision Statement

As a trusted leader and the centre of Jewish philanthropic giving, the Foundation will engage, educate and inspire generations of donors, ensuring the long term security and financial viability of Ottawa's Jewish Community.

Adopted by the Board of Directors May 13, 2015



Guiding Principles

Determined Leadership

The Foundation exercises innovative leadership, focused on respecting donor's rights, desires and aspirations.

Trusted Stewardship

Through professional financial management, the Foundation is committed to the responsible and transparent stewarding of all assets entrusted to us.

Jewish Values

The Foundation's Jewish values of tikun olam, tzedakah, and dor l'dor; shape and direct our mission to strengthen the Ottawa Jewish Community. These values inspire us to work with all people in a collaborative, compassionate and respectful manner.

Commitment to Excellence

The Foundation strives for excellence in all aspects of our work, which fosters trust with donors that we will meet their philanthropic goals.

Adopted by the Board of Directors May 13, 2015

Board Structure

Foundation Chair

Immediate Past Chair / Board of Advisors Chair

Vice Chair

Investment Committee Chair /
Finance & Audit Committee Chair

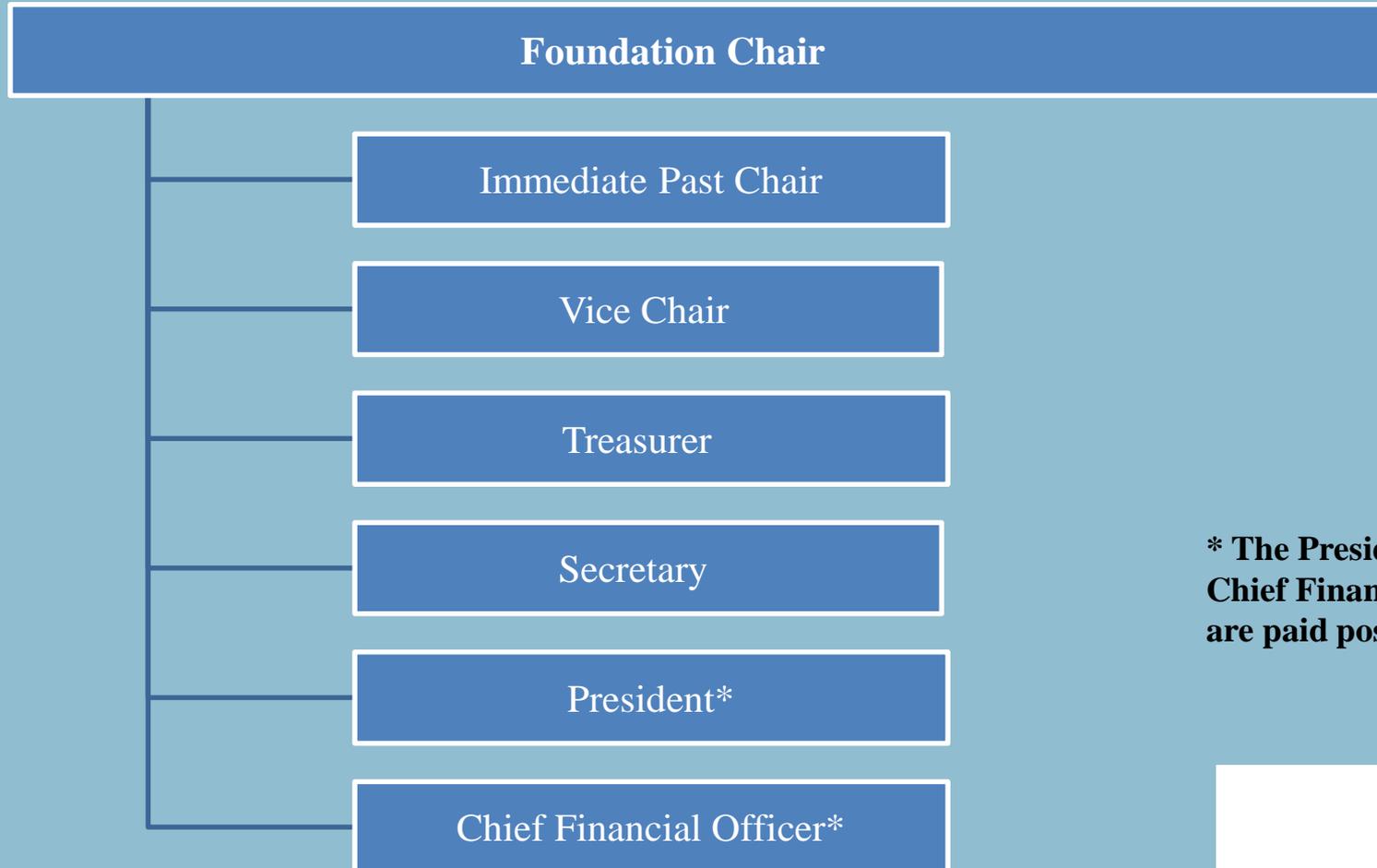
Board Development Committee Chair

Fundraising Committee Chair

Education & Outreach Committee Chair

Members at large

Officers



*** The President and Chief Financial officer are paid positions**

COMMITTEES

(populated by Board and non-Board members)

Standing Committees

Finance & Audit **

Board Development

Investment

Ad Hoc Committees

Board of Advisors

reports to Board chair *

Centre For Jewish Philanthropy

reports to Board chair *

Education & Outreach

reports to Board chair *

Fundraising

reports to Board chair *

G.J. Cooper Scholarship

reports to Board chair *

Professional Advisors

reports to Board chair *

Women's Collective
Philanthropy

reports to Board chair *

* If chaired by a non-board member

** The Treasurer serves as Chair of the Finance & Audit Committee.

PLANNING CYCLE OF THE OJCF

- The Foundation has a fiscal year-end of December 31st; as a result, the Foundation reports and conducts its operations on a calendar cycle.
- Outstanding goals are updated and/or incorporated into the following year's Business Plan following the mid-year review
- In 2013, the Board approved a 5 year Strategic Plan (2014-2018), designed to analyze and review overall Foundation operations, branding needs, donor demographics and giving patterns, future directions and goals, cultivating new and existing donor relationships, etc.

Calendar Highlights

June	August	October	November	December
AGM Staff evaluations	Annual Business Plan mid-year review	Fall event	Present Annual Business Plan & budget for approval	fiscal year-end: Dec. 31

ALLOCATIONS PROCESS

Designated funds

- Income from a fund can be designated by the donor(s) for unrestricted or specific support of an organization's purpose

Advisorships

- Fund advisors provide instructions on which charitable agencies receive disbursements from available income (annually)
- Donors to a Fund can designate one person to act as an advisor to the Fund (no more than one generation younger than the Appointed Advisor)

Undesignated

- If a fund does not have allocation instructions and there is no response / connection to a Fund Advisor, the Board of Directors may act as the Fund Advisor and the Fund will be classified as "undesignated"
- The Federation Annual campaign has traditionally been selected as recipient of the undesignated funds (via Foundation Board motion)
- When there are no more fund advisors, a fund may become undesignated in accordance with the deed of gift.

Foundation Glossary

Centre for Jewish Philanthropy

- A strategy and program linking Ottawa Jewish Community Foundation with the Jewish Federation of Ottawa.
- Promotes long-term relationship building with donors to make their experiences more meaningful, while connecting personal philanthropic ideas to current and future community projects and priorities.
- Offers donors a wide variety of giving options, both immediate and long-term opportunities (ex: planned giving options, bequests, etc.)

George Joseph Cooper Scholarship

- A bequest received from the Estate of George Cooper established Foundation's (so far) only scholarship.
- The scholarship recognizes a member of Ottawa's Jewish community (ages 18-30) who has displayed leadership qualities, academic excellence and an interest in the Jewish community.
- The scholarship grant is to be used for formal education or apprenticeship in the artistic, literary or social sciences.
- In 2016 the recipient was awarded approximately \$16,000.

Foundation Glossary

Foundation Legacy Challenge

- Foundation Legacy Challenge asks donors to consider making a gift to the Foundation via estate plans and wills
- The Foundation Legacy Challenge Fund pays for professional/legal services (up to a maximum of \$1,000) to help create a bequest or codicil naming the Foundation as recipient of a bequest through a will
- All donors choosing to leave \$10,000 (or more) or 1% (or more) of their estate to the Ottawa Jewish Community Foundation are eligible to participate in the Foundation Legacy Challenge.

What is an Endowment Fund?

- A vehicle by which donors can make a lasting gift to their community.
- Donors can establish their legacy with a minimum donation of \$1000. This capital and all contributions made to the fund thereafter are held in-perpetuity.
- A percentage of the interest earned annually from the average capital is disbursed to registered Canadian charities.
- Fund Advisors may designate which registered charitable organization to receive the available income from their fund each year.
- Fund Advisors may designate one substitute advisor one generation down
- as their replacement upon their death (provided the provision is in the Deed of Gift).

Foundation Glossary

Goldfarb B'nai Mitzvah Club / B'nai Tzedek Program

- A program for young teens from the age of 12-18, established to get teens involved in philanthropy by establishing a fund in their name
- The teen gets to advise the Foundation which beneficiary agency they would like to support.
- A matching grant program was established in 2000 by Saul and the late Edna Goldfarb, matching contributions from \$250 up to \$1000 to encourage teens to establish funds
- In accepting the matching grant, teens agree to allocate to local (Ottawa) Jewish agencies
- The minimum amount to open a B'nai Mitzvah fund is \$500 (\$250 from donor and \$250 from the Goldfarb Fund).

Women's Collective Endowment Fund (WCEF)

- A fund established through the Women's Collective Philanthropy Program (WCPP) that seeks to bring about social change by supporting initiatives that strive to expand and improve opportunities and choices in the lives of women and children
- Anyone can make a contribution to the WCEF and all contributions help in providing support for services and programs that benefit women and children in our community
- The fund supports an annual grant system which invites applications from individuals, groups, non-profit agencies and registered charities

Foundation Glossary

Insurance Program

- Donors can leave a substantial gift to the community with a relatively small donation by purchasing a life insurance policy and naming the Foundation as the beneficiary and owner of the insurance policy.
- The program includes two subsidized insurance programs:
 - GGEF supports Jewish education
 - PACE supports the donor's Annual Campaign gift (*program currently at capacity*)
- Donors can prepay their portion of the annual insurance premium with a one-time donation to the Foundation. This donation would be invested with the Foundation's capital and would earn income annually, covering the cost of the annual insurance premium.

Benefits include:

- No more invoices for premium costs each year.
- Donor receives a one-time tax receipt for the larger gift amount

Foundation Glossary

Managed Funds

- The Foundation offers its portfolio investment capabilities and services to local community organizations to manage their long term funds.
- This increases the Foundation's financial base, as well as lowers administration fees.
- As at December 31st, 2015, there are 24 funds under our management.

Who is a Member of the Foundation?

- Any person who has made a donation to establish a named fund, a gift in cash, a gift in kind, a pledge or planned gift including a bequest, life insurance policy or charitable remainder trust.
- A “member” does not include a person who has contributed to a named fund already established by a donor to the Corporation or a person who has made a contribution to the Corporation only as a result of the purchase of tribute cards.