

## Leaving a Gift in your Will

FACT SHEET | April 2019

People wishing to include a gift or bequest in their Will to Into Our Hands Community Foundation can select one of three options to direct how their gift will be utilised by the organisation. You can leave a gift or bequest as a dollar amount, as a percentage of your estate, as the whole of your estate or even particular assets such as property, shares or other items. To help you, we have outlined the options and the suggested wording for your Will.

### **GIFT OR BEQUEST OPTIONS**

#### **1. A general purposes or unrestricted gift to Into Our Hands Community Foundation**

Your gift can be placed in the general fund which supports initiatives and charitable projects across our areas of responsibility in the Wangaratta, Alpine or Indigo Shires. Your gift will be held in perpetuity with gifts from other generous donors. Into Our Hands will make grants that best respond to the changing needs of the community.

#### **2. A gift to an existing named sub-fund.**

Your gift can be placed in an existing named sub-fund, either your own, or another whose stated areas of interest you wish your gift to support, this can include local area/ towns or place based funds that may exist with the Foundation.

#### **3. A gift to establish a named sub-fund.**

Your gift can be used to establish a new named sub-fund with specific areas of interest or organisations identified as recommended for future granting. This gift must be a minimum amount negotiated with the Foundation that allows for a separate sub-fund to be established and maintained in perpetuity. Please discuss your plans with the Foundation to ensure we can accommodate your wishes.

### **SUGGESTED WORDING FOR WILLS**

The following is provided as a guide. We recommend you take advice from your solicitor in relation to the preparation of your Will. We are happy for you or your solicitor to contact us on 0466 252 866 if you have any queries.

#### **1. A general purposes gift to Into Our Hands Community Foundation**

*I give (type of gift) to Into Our Hands Community Foundation Limited, as Trustee of Into Our Hands Open Fund (ABN 14 160 630 491) to be held in trust in the Into Our Hands Community Foundation Open Fund and to apply the funds as the Trustee may decide in line with Into Our Hands Community Foundation grant priorities and to acknowledge grants from my bequest, where ever practical in the Trustee's discretion. The executor may accept a receipt from the secretary of the trustee of the Fund as sufficient discharge for this gift.*

**2. A gift to an existing named sub-fund.**

*I give (type of gift) Into Our Hands Community Foundation Limited, as Trustee of Into Our Hands Open Fund (ABN 14 160 630 491) to be held on trust in the Into Our Hands Community Foundation Open Fund and request, without obligation, the Trustee of the Fund hold the bequest in the (insert name of your existing sub-fund) and to apply the funds as the Trustee decides/in favour of (insert your areas of interest for grant making) purposes and to acknowledge grants from the (insert name of your existing sub-fund), where ever practical in the Trustee's discretion. The executor may accept a receipt from the secretary of the trustee of the Fund as sufficient discharge for this gift.*

**3. A gift to establish a named sub-fund.**

*I give (type of gift) to Into Our Hands Community Foundation Limited, as Trustee of Into Our Hands Open Fund (ABN 14 160 630 491) to be held on trust in the Into Our Hands Community Foundation Open Fund and request, without obligation, the Trustee of the Fund hold the gift in the (insert name of sub-fund) and to apply the funds as the Trustee decides/in favour of specific purposes (insert your areas of interest for grant making) and to acknowledge grants from (insert name of XXXX sub-fund), where ever practical in the Trustee's discretion]. The executor may accept a receipt from the secretary of the trustee of the Fund as sufficient discharge for this gift.*

**STATEMENT OF WISHES**

If you choose to leave a bequest to Into Our Hands Community Foundation, we ask that you or your solicitor provide us with notification so that we can discuss with you how your bequest can be targeted to ensure its long term viability and impact. We also ask that you complete our short Statement of Wishes form.

**ACKNOWLEDGEMENT OF YOUR GIFT**

**We like to honour the legacy of donors by acknowledging gifts left by individuals and/or sub-funds through our online and printed materials. It is also important for us to be able to tell grant recipients where the gift came from. However, we also value your privacy and will seek permission prior to any public acknowledgment.**

Contact the Executive Officer on 0466 252 866 or at [info@intoourhandsfoundation.com.au](mailto:info@intoourhandsfoundation.com.au) if you would like to discuss anything to do with your gift or an existing sub-fund.