[Donor Name(s)]

[Street Address]

[City, State ZIP Code]

[Date]

*[Insert appropriate address/salutation option.]*

[I **OR** We] wish to provide charitable support to the University of California San Diego (“UC San Diego”). Accordingly, [I am **OR** we are] pleased to advise you of [my **OR** our] intention to recommend a total gift of [Amount] to [the UC San Diego Foundation **OR** The Regents of the University of California] from [my **OR** our] donor-advised fund with [Donor-Advised Fund Entity]. This gift shall be directed to support the endowed fund entitled [**Fund Name (Fund Number)**] (“Fund”).

*[Insert appropriate recommendation schedule option.]*

[I **OR** We] understand that the endowment payout from the Fund will be expended for its intended purposes, under the direction of the [Title/Position of principal investigator **OR** principal investigator, currently Name,] and with oversight from the assigned UC San Diego business officer and campus leadership, in accordance with all applicable University of California and UC San Diego policies and procedures.

This gift is not a pledge, and [Donor-Advised Fund Entity] is not obligated to approve [my **OR** our] recommendation(s). However, should they agree with [my **OR** our] recommendation(s), all gifts will be subject to their terms and conditions.

[I am **OR** We are] proud to provide this support to UC San Diego and the important work of [Department/Program/Principal Investigator].

Sincerely,

[Donor Name(s)]

*[If gift is ≥ $1,000,000, insert the following:]*

**Accepted by:**

Pradeep K. Khosla Date

Chancellor, University of California San Diego

President, UC San Diego Foundation

*[If gift is > $250,000 and < $1,000,000, insert the following:]*

**Accepted by:**

Ann Spira Date

Vice Chancellor for Advancement, UC San Diego

Executive Vice President, UC San Diego Foundation