

University of Toronto
 Division of University Advancement
 Donations Management, Restricted Funds Accounting
SAMPLE SUMMARY SHEET

| To be completed by requesting Department/Division | | To be completed by Restricted Funds Accounting | |
|---|--|--|--|
| Name of Fund | J. Smith Mem Lecture <small>(Max 20 characters)</small> | <div style="border: 1px solid black; height: 100%; width: 100%; background-color: #e0e0e0;"></div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> Project # Fund # Appropriation # Fund set up on (date) </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px; font-size: small;"> This summary sheet not valid until DIS project # and FIS fund # are assigned by Restricted Funds Accounting and indicated above. </div> | |
| Type of Fund <small>(Endowed or expendable)</small> | Expendable | | |
| Project Name | J. Smith Memorial Lectureship in Pathology <small>(Max 178 characters)</small> | | |
| Fund Centre | 102345 | | |
| Cost Centre | 12345 | | |
| Faculty | Medicine | | |
| Department | Department of Pathology | | |
| Signing Authority | Chairman of the Dept of Pathology <small>(Please specify designation e.g. Chair/Dean)</small> | | |
| Source of Funds | J. Smith Memorial Trust (Capital held at Royal Trust - annual donation is income of the Trust as distributed by the Trustees) | | |
| Purpose of Funds | <p>The trustee approved the use of the funds as outlined in the letter of November 11, 1988 by the Chairman of the Dept. of Pathology: "An annual lectureship in Pathology shall be established in the Department of Pathology at the University of Toronto to honour the memory of the late Dr. John Smith, a respected Pathologist who practiced in Peterborough, Ontario for many years. The lecturer will be chosen annually by a sub-committee consisting of the Chair in Pathology (UofT) and the Co-ordinators of the Graduate Program and Residency Training Program (UofT), and both the President and Secretary of the Section of Pathology, Academy of Medicine, Toronto. Expenditures from this account will be for an honorarium, travel and accomodation expenses, and a commemorative plaque. A list of lecturers will be recorded on a tablet in the Dept. of Pathology, UofT.</p> | | |
| Special Financial Requirement | Funds can be invested in EFIP | | |
| Reporting Requirement | Annual report from Chairman to donor | | |
| Contact Person | Name | Richard Austin | |
| | Title | Business Officer | |
| Payment Received | Nov-88 | | |
| Date of Request | Nov-88 | | |

Distribution of copies:

- Restricted Funds Accounting
- Trust Accounting
- Dean/Chair
- Dept/Division Business Officer