



**MEMORANDUM FOR FILE
DOCUMENTING THE ESTABLISHMENT OF THE
TREE AND SOIL RESEARCH FUND FOR LANDSCAPE ARCHITECTURE**

Pursuant to a meeting on June 18, 2017, between J. Eric Smith and Jim Urban – representing Tree Research and Education Endowment Fund (TREE Fund) – and Nancy Somerville and Susan Cahill – representing American Society of Landscape Architects (ASLA) – TREE Fund is committed to establishing, fundraising for, and managing grant-making programs under a new endowment fund called the Tree and Soil Research Fund for Landscape Architecture (TSRF), with the following statement of purpose:

TSRF will be a permanently restricted endowment fund supporting areas of research of interest to the landscape architecture community with special focus in the area of trees and soils. Supported research will include the following: the design and specification of trees and soils in urban landscapes; propagation and nursery practices that impact the establishment and long term growth of trees; improving species diversity; tree root and canopy structure improvement; soil and drainage design and modification; tree planting practices; tree planting space design; tree establishment and maintenance practices; and planting soil management and maintenance.

This new fund will begin issuing annual grants of at least \$25,000 per year in perpetuity after the new fund reaches its activation level of \$500,000, with a target date of December 31, 2019 for completing the fundraising goal. Should the goal be completed by that date, first grants will be awarded during TREE Fund's Spring 2020 grant-making cycle. TREE Fund's Research and Education Committee will determine in 2020 and subsequent years whether a single award or multiple awards with an aggregate value not to exceed \$25,000 will best meet research needs. The annual award level for the fund will be evaluated as TSRF grows beyond \$500,000 in \$100,000 increments, e.g. award value will remain at a maximum of \$25,000 per year until such time as TSRF's principle reaches \$600,000, then \$700,000, etc., at which point the maximum award amount may be increased at the discretion of TREE Fund's President and CEO in consultation with TREE Fund's Finance Committee as part of the annual budgeting process. The target award goals should be at approximately 5.0% of principle.

TSRF will be established with an initial gift from Jim Urban, and additional gifts from other individuals or organizations may be added to the fund with donor designation. TREE Fund's

President and CEO may also apply undesignated gifts made to TREE Fund's general endowment to TSRF. TSRF will be managed by the Chicago Community Trust (CCT) as part of TREE Fund's permanent endowment, where it will be held in perpetuity and charged standard investment and administrative fees. While income and principle of TSRF may be commingled with other TREE Fund endowment pools at CCT for investment management purposes, TSRF assets shall be accounted for separately and any earnings from the common fund accruing to TSRF will be credited to the TSRF account.

All distributions must be for research purposes, and consistent with the exempt purposes of TREE Fund as specified in the Restated Declaration of Trust approved by TREE Fund's Trustees in December 2016. Should its fundraising goals not be met by December 31, 2027, or should its research purpose become unnecessary, incapable of fulfillment, or inconsistent with the research needs of the Landscape Architecture community, TSRF's then-current assets will be merged into the John Z. Duling Endowment, which provides start up or seed funding to support innovative research and technology transfer projects.

J. Eric Smith, President and CEO