We look forward to helping you meet your philanthropic goals through a charitable giving fund at the Community Foundation while building an enduring, ongoing resource that will leave a legacy for your community. These guidelines and tips are to remind you of the possibilities available to your fund.

GRANT RECOMMENDATIONS

With your Charitable Giving Fund, you remain active in the grant-making process. You recommend the nonprofit organizations and programs that you wish to support through your fund.

Distributions from the fund to charity are known as grants. Grant checks are issued within one week of the approved request and will reflect the name of the fund and your contact information unless anonymity is requested.

Donors can recommend a grant by using Donor Central, our online platform for Donor Advisors, or by emailing recommendation details to Bonnie Mitchell, Donor Services Officer, at bmitchell@cfpbmc.org. All grants must be used for purely charitable purposes.

The following requirements must be followed when making a grant recommendation:

• Pre-existing commitments (pledges) cannot be assumed by the Community Foundation. To support a nonprofit organization’s fundraising campaign efforts, donors should not obligate their charitable giving fund with a pledge, but rather, note, “It is my/our intent to recommend distributions in future years from my/our charitable giving fund with the Community Foundation.”

• Donors, advisors, or any related parties may not receive tangible benefits from a grant; these include items such as meals, concert tickets, golf tournament entries, museum membership benefits, etc.

• Donors, advisors, or any related parties may not receive grants, loans, compensation, or similar payments (including expense reimbursements) from charitable giving funds.

• The Pension Protection Act of 2006 prohibits charitable giving funds from making any grants to individuals such as scholarships, emergency hardship grants, or disaster relief grants. This includes checks written directly to an individual or checks written to an entity for the benefit of a specific individual. For example, a grant to a university for the benefit of a designated student is prohibited.

• The Community Foundation strives to process your grant recommendations as quickly as possible. Most grant recommendations can be processed within one week. However, if additional due diligence is required to verify an organization’s charitable status, it may take more time to finalize your request.

• All grant recommendations are subject to the Community Foundation’s due diligence procedures and ultimate approval by the Board of Directors.

• Grants made to agencies based outside of the U.S., private non-operating foundations, and agencies not recognized as a 501(c)(3) by the IRS require additional due diligence to determine whether grants can be made from Community Foundation charitable giving funds. Ask us how!
ADDING TO YOUR FUND

You can make additional contributions to your fund at any time in several ways:

**Credit Card**
You can contribute to your fund on our website at: yourcommunityfoundation.org/donate

**Check**
You can give by sending a check to:
The Community Foundation for Palm Beach and Martin Counties
700 South Dixie Highway
Suite 200
West Palm Beach, FL 33401
Checks should be made out to the Community Foundation with the name of the fund in the memo field.

For cash wire or ACH gifts, contact Kati Erickson, Sr. Donor Relations Officer, at (561) 340-4508 or kerickson@cfpbmc.org.

**Publicly Traded Securities**
For more information on gifts of publicly traded securities, email kerickson@cfpbmc.org.

**Complex Assets**
Non-traditional gifts such as real estate, privately owned securities, or estate gifts.

**By Phone**
If you have any questions or prefer to make your gift by phone, contact Kati Erickson, Sr. Donor Relations Officer, at (561) 340-4508 or kerickson@cfpbmc.org.

**Tax Information**
Our EIN is 23-7181875

Kati Erickson, CAP®
Sr. Donor Relations Officer
(561) 340-4508
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