

## FAQ

### How quickly is activity posted to my fund and reflected in “Total Assets”?

- Contributions are normally posted within three to five business days of receipt, and they are reflected as of the date the deposit is received. Gifts of assets other than cash (stock, real estate, etc.) may take longer to show in the fund balance. Contributions that do not include the six-digit fund ID may be delayed.
- Grants are normally processed within five to seven business days, if there is no extra due diligence required. The date reflects the day the grant check is generated.
- Administrative fees and net investment returns (realized and unrealized capital gains and losses, interest, dividends, and investment management fees) are allocated monthly and are generally posted around the 15th of the following month.

### What is reflected in my fund statement?

Fund statements are updated through the prior month. Preliminary statements may not reflect net investment returns and administrative fees, and contributions and grants are not posted in real time, as noted above. You can generate custom fund statements for selected dates. Use the drop-down menus and click “Apply.”

Because our organization operates on a fiscal year rather than a calendar year, we have made two versions of the fund statements available to you: fiscal year and calendar year.

Our fiscal year starts on July 1 and ends on June 30. Here’s what the fiscal year statements will show:

- Q1 of the fiscal year reflects July 1 through September 30.
- Q2 of the fiscal year reflects October 1 through December 31.
- Q3 of the fiscal year reflects January 1 through March 31.
- Q4 of the fiscal year reflects April 1 through June 30.
- Fiscal year-to-date statements will begin on July 1 of the calendar year.

### How can I review previous grants?

The Grants tab reflects all grants since the fund was established. Click the name of the organization to review the grant details. Note that older grants or grants submitted via phone, email or fax may not include full detail.

## What is the difference between a “Request” and a “Grant”?

Click the “Request a Grant” tab to make grants from your fund. We use the term “Request” because grants are subject to review and approval by the Community Foundation. When you submit a grant request, it will appear on the Requests tab. When the grant is paid, it will appear on the Grants tab, and the request status will display a green check mark to indicate the request is completed.

## What do the terms on the “Advisors” tab mean?

### Fund Founder

Fund founders are the individuals responsible for creating funds.

### Fund Advisor

Fund advisors are individuals who are authorized to view fund information. Fund advisors on donor-advised funds make recommendations for all fund-related matters, including grants and investments.

### Successor Advisor

Successor advisors are individuals who will advise the fund upon the death, resignation or incapacity to serve of the Fund Advisor (or the surviving Fund Advisor if two or more individuals have been named).

### Advisory Committee Member

Advisory committee members assist fund advisors in making grant and investment recommendations for funds and can receive information about funds.

### Investment Manager

Investment managers actively oversee the fund’s investments in a managed account on the financial advisor’s platform.

## Authorized Party

Authorized parties are individuals who can receive information about funds, but they are not listed as fund advisors or advisory committee members. Examples may include wealth managers, financial planners, accountants, attorneys, board members or nonprofit staff members.

## Online Access

This column is checked for individuals who can access fund information through the online portal.

## Request Grants

This column is only checked when an individual may independently request grants, meaning approval from only one person is required for the Community Foundation to process a grant request. This is not checked if more than one person must approve a request or if board minutes are required for confirmation.

## Can I use my donor-advised fund to pay for a membership?

You may use your fund to cover the cost of a membership if the charity confirms that the full cost is 100 percent tax deductible. You may also use your fund to cover the cost of a membership if your grant recommendation states that you waive all benefits related to the membership.

Here are examples of incidental membership benefits that you can receive in exchange for your grant from your donor-advised fund:

- Free admission to all exhibits
- Discounted or free parking
- Discounts at the gift shop
- Preferred access to special ticketed events where you pay for tickets separately
- Invitations to members-only exhibits
- Low-cost items, such as a newsletter, calendar, key chain or coffee mug

## Can I use my donor-advised fund for events?

You may use your fund to make grants to charities in support of their events, but here are a few things to keep in mind:

## Tickets, Tables and Sponsorships

The full cost to attend in-person or virtual events (both the tax-deductible and non-tax-deductible portions) must be paid from your personal bank account. You may pay any remaining sponsorship costs from your fund, as long as you do not receive more than an incidental benefit in return. Logo or name recognition in event materials is not considered more than an incidental benefit. When submitting a grant request for a sponsorship, please note in your grant suggestion that you will cover the full cost of the tickets or table separately.

Here is an example of what you can pay from your donor-advised fund for an event:

- A \$5,000 event sponsorship includes a table for 10 and your name or logo in event materials.
- If the lowest ticket price to attend the event is \$100, you will pay \$1,000 for the table personally from your bank account ( $\$100 \times 10$  seats at the table) and you can use your donor-advised fund to cover the remaining \$4,000.
- Keep in mind that the amount that can be paid from your donor-advised fund is not always the tax-deductible amount published by the charity. The Community Foundation can help you calculate what portion of the event sponsorship can come from the fund based on the benefits received.
- If you choose not to accept any benefits associated with a sponsorship, the entire amount may be paid through the fund.

## Raffles and Auctions

You may use your fund to support fund-a-need calls for donations at charitable events, but you may not use your fund to purchase raffle tickets or auction items.

## Can I use my donor-advised fund for scholarships?

You may use your fund to support a scholarship program administered by a 501(c)(3) public charity or educational institution, but you may not earmark dollars to assist a specific individual.

## Can I use my donor-advised fund to support someone's mission trip or 5k race?

You may make a contribution to a 501(c)(3) public charity or religious institution in honor of an individual as long as the charity exercises complete discretion and control over the donation.

Many donations of this nature do not provide a direct benefit to an individual but are in recognition of an individual's fundraising efforts. Therefore, when submitting grants in honor of individuals, please explicitly state that the donations are "in honor of [individual's name]." For example: "In honor of John Smith's Mission Trip" or "In honor of Jane Smith's 5k Race Team."

## Can I use my donor-advised fund to give to an athletic fund?

You may use your fund to support a college or university athletic program if your grant request states that you waive all benefits, including priority seating at athletic events, ticket rights or points.

## Can I use my donor-advised fund to fulfill a pledge?

By law, you may not use your fund to fulfill pledges and commitments to support 501(c)(3) public charities if they are irrevocable and legally binding. However, the Foundation understands that many pledge and commitment forms are not legally binding but are simply statements of intent to make a donation. When submitting grants for non-legally binding pledges and commitments, it is best to describe them as "annual gifts." If you must reference a non-binding pledge or commitment in your grant recommendation, please state that it is for a "non-legally binding pledge/commitment," "donation," or "gift."

When you are asked to provide a written commitment to support a charity, and you wish to use your fund, the Foundation suggests using the following language, so the charity understands that your grant is in response to a request for a non-legally binding pledge or commitment: *"I commit to recommend that the Indian River Community Foundation make a grant for \$\_\_\_ from my donor-advised fund."*