

# Tips For Expediting Your Grant Recommendations

Here are a few ways to streamline the processing of your grant recommendations:

1. Recommend your grants online. If you would like to register for online services, please email our office ([info@jewishcommunalfund.org](mailto:info@jewishcommunalfund.org)) or call us at 212-752-8277.
2. If you prefer not to use online services, you may use our new Grant Recommendation form (one recommended charity per form). The form may be printed from our website or we can mail copies to you.
3. If you wish the grant to state a recommended purpose, please indicate what the language should be (e.g., in honor of, in memory of, solicited by). If you simply print a name, our staff will need to contact you for clarification, thereby delaying the grant.
4. Please remember that all grants issued by JCF are **for charitable purposes only**. Your fund may never be used for tuition, event tickets, raffle tickets, goods/services at a charitable auction, lobbying purposes or to support a political campaign.
5. Below is a chart to guide you in filling out your grant recommendations. Please call us if you have any questions about how to recommend a grant.

	PERMISSIBLE	IMPERMISSIBLE
<b>Fundraising events</b>	Donors may recommend a grant to support the charity, but <b>must pay the full ticket price out-of-pocket.</b>	Donors may not use a DAF** to pay the non-deductible or deductible portions of a ticket to attend the event.
<b>Memberships</b>	Donors may recommend a grant to cover the cost of membership to a charitable organization if the membership fee is 100% tax-deductible.  Donors may use a DAF if they are willing to decline all benefits that are more than incidental*.	Donors may not use a DAF if more than incidental benefits* will be received as part of the membership.
<b>Giving levels</b>	Donors may use a DAF for a particular giving level but must decline all benefits that are more than incidental.*	Donors may not use a DAF if they wish to receive more than incidental benefits.*
<b>Enforceable pledges</b>	Donors may use a DAF for a pledge agreement if they let the charities know that they "intend to recommend a grant from a donor-advised fund."	Donors may not use a DAF in fulfillment of a legally binding pledge.
<b>Journal ads</b>	Donors may use a DAF for personal ads only (not business).	Donors may not accept complimentary tickets when using a DAF to purchase a journal ad.

\* Examples of incidental benefits include, for example, calendars, stamps, and books. Items received by JCF as the result of an issued grant will not be forwarded to donors.

\*\*DAF is a donor-advised fund.

### EXAMPLES:

**Mr. and Mrs. G's** favorite charity is holding its annual dinner. The ticket price to the event is \$500, of which \$150 is non-deductible. The G's plan to attend the dinner and support the charity. The G's must pay the **entire \$1000 cost of two tickets (the deductible and non-deductible) out of pocket**. For any gift to the organization above the \$1000 cost of the tickets, they may use their donor-advised fund.

**The P family** would like to use their JCF fund to purchase a family membership at a museum in their neighborhood. The family membership costs \$350. With that level of membership, the P family would be entitled to benefits that the museum has determined are worth \$75. Because these are more than incidental benefits, the P family **may not** use their donor-advised fund to pay for the membership unless they let the museum know that they decline all benefits.

**Mr. and Mrs. T** want to make a grant of \$2,000,000 to their alma mater to help build a student center. They would like to use their JCF fund and make that gift payable over 4 years. The university would like them to sign an enforceable pledge agreement. Before signing any pledge, Mr. and Mrs. T must consult with JCF to ensure that the specific language pertaining to a recommendation from a donor-advised fund is incorporated into the pledge agreement. If the language is not incorporated into the agreement, Mr. and Mrs. T will not be able to use their fund to satisfy the obligation.

## Policy Changes

# Updated Policies and Procedures Booklet Now Available

The Jewish Communal Fund recently reissued its Policies and Procedures booklet with some text and policy changes designed to more clearly communicate the rules regarding contributions to and grants from your donor-advised fund. Here are some of the highlights:

### Third-party contributions

Relatives, friends, and business associates may make contributions to your donor-advised fund in any amount. The following rules apply:

- Third-party contributors will receive a letter of acknowledgment from JCF, but may not have any privileges with respect to the fund.
- You may not guarantee that specific grant recommendations will be honored in exchange for contributions made by third parties to your fund.
- No one may receive anything in exchange for or in consideration of a contribution to your fund under federal tax law and Jewish Communal Fund policies.

### Minimum grant activity

Historically, the Jewish Communal Fund has distributed more than 20% of its average net total assets to charities each year. JCF's policy requires that annual grant-making, in the aggregate, be greater than 5% of JCF's average net assets on a fiscal five-year rolling basis. If this minimum is not met in a fiscal year, JCF will identify each fund that has granted less than 5% of its average net assets over the same five-year period and contact the donors/recommenders of these funds to request that they recommend grants that will bring the total amount distributed over that five-year period up to 5% of their fund's average net assets.

### Minimum fund activity

If a fund has not made any grants for a 5-year period, the Jewish Communal Fund will make every effort to contact the fund's donors/recommenders to encourage them to recommend grants totaling at least \$500. If the fund participants do not respond by recommending at least \$500 in grants within a reasonable time, the Jewish Communal Fund reserves the right to transfer the entire balance of the fund to the JCF Special Gifts Fund.

Please do not hesitate to call if you have any questions regarding these policies. If you would like to receive a hard copy version of the booklet, please call or email us and we will be happy to forward a copy to you. Or you can download a copy from our website at [www.jewishcommunalfund.org](http://www.jewishcommunalfund.org).