



**COMMUNITY  
FOUNDATION**  
*of Northern Nevada*

**COMMUNITY FOUNDATION OF NORTHERN NEVADA  
DONOR ADVISED FUND POLICY**

**I. Purpose**

A Donor Advised Fund defined under the Internal Revenue Code possesses three characteristics:

1. The Fund is separately identified with reference to the contributions of a donor or donors. For example, the Smith Family Fund established by the Smith family children.
2. The Fund is owned and controlled by a sponsoring organization such as the Foundation.
3. The donor or persons appointed by the donor expect to have the privilege of providing advice with respect to the fund's investments or distributions.

**II. Minimum Fund Size**

The minimum gift to establish a donor-advised fund is \$25,000.

**III. Fees and Minimums**

Funds are charged a fee based upon the following table, with a minimum of a \$400 annual fee:

Note: This is a bracketed fee schedule:

For the first \$1 million	1.5%
\$1.0 million to \$2.5 million	1.0%
\$2.5 million and over	0.75%

*For example, for a fund of \$5.0 million, the fee would be 1.5% of the first million (\$15,000), plus 1% of the next \$1.5 million (\$15,000), plus .75% of the additional \$2.5 million (\$18,750) for a total annual fee of \$48,750.*

Donor advised funds that are spent down to zero and not refunded will be closed.

**IV. Contributing to a Fund**

Gifts to a fund are irrevocable. The assets of donor advised funds are owned and controlled by the Foundation. As long as the Fund meets the minimum balance requirements, contributions to a fund may be made in any amount and at any time. Contributions may be made using cash, publicly traded securities or other property, including closely held stock, partnership interests, real estate, personal property, trusts and life insurance. Contributions are subject to acceptance by the Foundation. Contributions should be clearly designated by fund name.

Many donors make contributions using appreciated, publicly traded stock that has been held for longer than a year, to enjoy maximum tax benefits. Contributions of property that may not have immediate liquidity are accepted at the discretion of the Foundation, and subject to completion of our due diligence procedures. Donors considering a gift in any form other than cash should contact the Foundation to discuss its appropriateness and to obtain delivery instructions.

## **V. Variance Power**

Some donor advised fund agreements restrict distributions to a specific charitable purpose, such as education or the environment. Others may limit distributions to particular named organizations. These restrictions may apply from the inception of the fund or may come into effect at the conclusion of the advisory period. Any such restrictions are subject to modification by the Foundation if it determines, in its sole discretion, that the restriction or condition is unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community or area served.

## **VI. Fund Advisors**

The initial advisors to the fund are those persons named in the fund agreement.

Donor Advice and Sunset Provisions.

The Donor(s) (X) acting together, may recommend grants from the Fund. Such recommendations are not binding on the Foundation and may be accepted or rejected, in whole or in part, by the Foundation in its sole and absolute discretion. Upon the death or advice of either "X" or "X" the remaining Donor shall serve as sole advisor to the Fund. The Donors may designate successor advisors, who shall within the terms of the Fund, make grant recommendations.

X and/or X are hereby nominated by the Donor as successor advisors to the Fund ("Advisors"). Upon the death or advice of the Donor, the Advisors shall, within the terms of the Fund, make grant recommendations.

If the Fund continues beyond the lives of the Advisors and they have named no successor advisors, or if the Advisors shall for a period of two (2) consecutive years fail to make grant recommendations from the Fund, or if the Donors have not provided instructions regarding an area of interest or named charities and/or restricted purposes the Fund is to serve, the Foundation's Board of Trustees will determine the disposition of the assets.

The Donors understand that the Board of Trustees of the Foundation will be guided by the Articles of Incorporation and the Bylaws creating the Foundation and the general grant-making policies of the Foundation. Disbursements or grants from the Fund do not represent commitments on a pledge or any other financial obligation. The Donors understand that donor advisors may not receive tickets for dinner or performances or other compensation benefits as allowable per IRS regulations and may not recommend grants from the Fund to satisfy personal pledges.

If at any time there is more than one advisor to the fund, the advisors will appoint a designee and all communications to and from the Foundation will be through the designee. If no designee has been appointed, the Foundation will consider the first advisor named in the agreement to be the designee.

## **VII. Recommending a Grant**

Grants must be for charitable purposes. You may recommend grants to any organization described in section 501(c)(3) of the Internal Revenue Code except that the Foundation does not make grants to private foundations. You may also recommend grants to most units of government (e.g., public schools, colleges and universities, town and municipal governments, police departments, etc.).

The Foundation does not make grants from donor advised funds, even for charitable purposes, to other types of nonprofit organizations (non-charities) or to businesses. Examples of organizations to which the Foundation will not grant include social welfare organizations (501(c)(4)); veterans' organizations; cemeteries; Chambers of Commerce and similar business associations; fraternities and sororities; social clubs; and fraternal organizations such as Elks and Moose.

From time to time the Foundation may bring to the advisor's attention grant making opportunities in which the advisor may have an interest. The advisor is not obligated to recommend a grant for the identified program. Donors shall be furnished with lists of the unmet charitable needs of the community as determined by the Foundation from time to time.

## **VIII. Grant Restrictions**

The Internal Revenue Code prohibits grants to individuals from donor advised funds. Also prohibited are grants for political contributions or to support political campaigns. Grants may not result in benefits, goods, or services to the donor, the fund advisor, members of their families, and businesses they control. Failure to observe this restriction can subject the fund advisor to tax penalties. Benefits include the payment of pledges, event tickets, meals, sponsorships, registration fees, discounted merchandise, preferred parking and/or seating, and memberships unless the membership confers nothing of value. Please contact the Foundation if you have specific questions about whether a grant you are considering recommending will result in a prohibited benefit.

## **IX. Payments from a Donor Advised Fund**

Expense reimbursements, loans, compensation, and other similar payments are not permitted from a donor advised fund to a donor, fund advisor, or related party.

## **X. Grant Acknowledgement**

Unless other arrangements have been made (e.g. anonymity requested), the grant letter will indicate that the contribution is from "The XYZ Fund at The Community Foundation of Northern Nevada and that it has been given upon the recommendation of the named advisor. The recipient organization is encouraged to acknowledge the gift to the advisor and also to the Foundation. Additional language confirms that no benefits have been offered or provided to the Foundation or the advisor in exchange for the accompanying grant. If the recipient organization publishes a news release or a list of donors, it is asked to indicate the contribution as a grant from "The XYZ Fund at The Community Foundation of Northern Nevada."

## **XI. Fundraising**

Donors sometimes want to raise money to add to their advised funds. The Foundation's policies on fundraising are further addressed in the Fundraising Policy for Component Funds. Fundraising, if permitted, must strictly adhere to the guidelines in the policy and to any additional restrictions imposed as a condition of the Foundation's consent.

## **XII. Investments**

The Foundation has the sole responsibility and authority for investment of the assets of each Donor Advised Fund. Decisions with respect to the retention, investment, or reinvestment of assets and with respect to commingling of assets shall be made by the Foundation's Investment Committee [Board]. Donor Advised Funds are customarily invested and commingled with assets of other funds of the Foundation.

The Foundation maintains investment pools with varying risk and return objectives. These pools are described below. All investment options are reviewed and approved by the Foundation's Investment Committee [Board] and may change from time to time as the Committee [Board] determines. You may make recommendations to the Foundation for investment of your fund in one or more of these pools. All recommendations must be in writing.

The Community Foundation's Investment Policy sets allowable ranges for asset categories for investments pools:

- Long-term growth (Investment Horizon of 8 years or more)
  - Diversified portfolio of global stocks and bonds
  - 62% equities, 33% fixed income, 5% other
- Long-term with impact (Investment Horizon of 8 years or more)
  - Diversified portfolio of global stocks and bonds from companies with strong financial and social records
  - 62% equity, 30% fixed income, 5% alternatives, 3% impact.
- Intermediate (Investment Horizon of 3 to 8 years)
  - Diversified portfolio of global stocks and bonds
  - 50% equities, 40% fixed, 10% other
- Short-term (Investment Horizon of 1 to 3 years)
  - Portfolio of U.S. short term and global bonds 100% U.S. and global fixed income
- Cash (Investment Horizon of 1 year or less)
  - Portfolio of liquid, short-term securities 100% money market securities and certificates of deposit

When the size of a fund warrants separate investment consideration, typically for funds over \$500,000 dollars, the Foundation will endeavor to accommodate requests from donors for separate investment of fund assets, or use of a particular investment manager, broker or agent in accordance with the Foundation's Investment Policy.

The Foundation's long-term investment objective is to preserve the real value of its permanent funds. This means that the Foundation seeks a total rate of return that supports the Foundation's grantmaking, expenses, investment fees, and inflation. The Foundation will normally measure whether it has achieved that objective over a rolling five-year period.

The Foundation appoints an investment consultant and investment managers from time to time to carry out some of its investment management responsibilities with respect to its invested asset pool.

The Foundation assesses fees, including investment management fees, against all its funds to cover the cost of administration and to continue the Foundation's important work in our community. Fees provide the necessary resources to operate efficiently and effectively, ensuring fiscal responsibility in grant due diligence, donor and nonprofit education, research, and other activities.

## **Inactive Funds**

A fund is deemed inactive if:

- The fund advisor dies or resigns or evidence of his or her incapacity is provided to the Foundation, and if no successor advisor has been named.
- All named successor advisors are unable or unwilling to serve as such.
- No recommendations are made with respect to grants from the fund for a period of two years and, during such period, the advisor or successor advisor does not reply to the Foundation's attempts to contact them.

If the fund becomes inactive, the Foundation will deem the advisory period to have ended and will initiate distributions from the fund in accordance with the provisions of the Community Foundation of Northern Nevada's Fund Activity Policy.

## **XIII. Termination**

Unless otherwise specified in the fund agreement, upon the death, resignation or incapacity of the last advisor to the fund, or if the fund is determined to be inactive, the assets of the fund will become a part of the Foundation's permanent restricted fund.