



Welcome

Welcome to the Givinga Foundation:

On behalf of the Board of Directors of the Givinga Foundation, I want to welcome you to our community of passionate, committed Account Holders. We have created a Sponsoring Organization dedicated to active, connected giving and look forward to working closely together with you on a plan to meet your philanthropic goals. Whether you are just starting out or have been giving for many years, we have designed an easy to use, flexible platform - in partnership with innovative companies - focused on helping you maximize the impact of every dollar you donate.

As an Account Holder and advisor to a Donor Advised Fund, we invite you to participate in the full life of our foundation. We offer a wide range of opportunities to help you build a long term and sustainable giving strategy as well as a world class technology platform designed to help you make the most of every dollar granted and measure the real impact of your giving.

Our knowledgeable staff is ready to connect you with charities near and far, share their varied expertise, and introduce you to partners that can assist you across the giving spectrum. The Givinga Foundation can also help you incorporate charitable giving into your estate and succession planning for your Account.

This handbook is a guide to maximizing the impact of your Account at the Givinga Foundation and also includes information about other ways the GF can help you achieve your philanthropic goals.

For individual assistance please do not hesitate to call 844-283-4733 and ask to speak with someone in Donor Services.

We look forward to working with you.

Sincerely,

Joe Phoenix

President - Board of Directors

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About the Givinga Foundation

Established in 2016, The Givinga Foundation is one of the newest and most progressive Sponsoring Organizations in the United States. Our mission is to empower donors of all sizes through a transparent and accountable public charity platform that provides access to world class giving accounts and promotes active and consistent giving. We fulfill this mission in five principal ways:

I. We Are an Independent 501(c)3 Public Charity

We receive a substantial percentage of our donations from the public and that support comes from a broad and diverse number of individuals, families and companies. We are not an “affiliated non-profit entity” of a large financial institution. We don’t support a specific community, geography or religious organization. Instead, The Givinga Foundation is a Sponsoring Organization built and designed to support the charitable giving activities of all its individual Account Holders.

II. We Believe Donor Advised Funds Should Be Accessible to All

Donor Advised Funds (DAF’s) were created over 75 years ago specifically to give small and mid-sized philanthropists a platform to organize their giving strategies. We believe that the DAF is one of the most efficient and effective giving vehicles in the market today and have created a platform that is accessible to donors of any size. What this means is that anyone can create an account with the GF and have access to all of the tools necessary to maximize their impact

III. We Facilitate Amplified Giving

Technology has improved many aspects of our daily lives and we believe that it can do the same for giving. Our partnership with Givinga, Inc. allows the Foundation to provide our Account Holders with unprecedented access to pools of giving capital as well as the ability to connect with other philanthropists that share their passion. Our Campaign platform allows anyone with an Account to create a cause-specific Campaigns and share with their friends, family and social networks. Account Holders create and Givinga does the rest—from reporting, to distributing, to tax receipting—allowing you to focus on what matters most—making every Grant count. In addition, our Account Holders have access to multiple pools of additional capital (we call these pools Amplifiers) to increase the total impact of the Grant.

IV. We Follow an “Assets in Motion” Philosophy

The Givinga Foundation is a revolutionary Sponsoring Organization that aligns all parties around granting versus accumulating assets. Donor Advised Funds provide unprecedented flexibility to Account Holders and are not subject to excise taxes, payout rules or disclosure requirements. The GF platform has been developed to maximize Account Holder impact and is structured and priced around active grant making. In partnership with our administrative provider Givinga, we have created the first zero fee structure in the United States. We charge no start-up fee, no fees based on assets under management and no fees on Account Holder assets granted directly to charity. Instead, we retain a percentage of each external dollar that is donated to a Campaign- meaning no fees are paid by our Account Holders and more dollars are sent to charity. In addition, we adhere to a “breakeven” model of administration, directing all annual excess revenues back in direct support of our Account Holders.

V. We Believe a Sponsoring Organization Should Facilitate Proactive Giving

The Givinga Foundation was designed and structured to promote active philanthropy. We believe Donor Advised Funds should act as a conduit not a bottleneck and everything about our platform- from pricing, to account minimums to reporting- has been designed to promote engaged, proactive giving. To reinforce this philosophy, we intend to have one of the highest annual withdrawal rates in the industry and have set an internal target of 50% per year for the Foundation.

Governance and Staff

The Foundation is overseen by a Board of Directors, who work closely with donors, grantees, civic leaders and community residents to have a positive impact on every charitable organization we support. The staff includes professionals in the areas of grant making, philanthropy, communications, finance and administration. In addition, the GF is committed to adding 2 individual and independent Account Holders to its Board of Directors for rotating terms of 24 months each.

For more information about the Givinga Foundation visit our website at www.givingafoundation.org.

Our Partnership with Givinga, Inc.

Givinga, inc. is a financial technology company providing tools and administration allowing the Givinga Foundation and its Account Holders to:

Establish and Administer Corporate, Individual and Pooled Accounts:

- Facilitate the processing, payment and tracking of contributions and/or donations made into each Account.
- Organize Grants paid out by the Foundation to registered and approved Charities.
- Provide real time account statements and transaction monitoring.

Support Employer Charitable Initiatives:

- Provide companies with the ability to make donations to their employees' Accounts
- Enable employees to fund their own Accounts through payroll deduction and ACH direct deposit.
- Dashboards to Capture and Secure Client Activity:
- Capture all client and donor data and to secure such data using the highest industry standards..

Amplify Giving via:

- Social Networks: Integrate with major online social networks to allow Account Holders to communicate and broadcast their Campaigns to their family members, friends and social contacts.
- Corporations: Request Grants from companies to help amplify an Account grant or Campaign.
- Automatic Payroll Deduction: This program is offered in conjunction with any established corporate giving platform and is available to all employees at no cost.

Streamline Interaction with Charitable Organizations:

- Through our exclusive partnership with Charity Navigator, provide a comprehensive and robust Charity rating and research platform. In addition, GF provides additional research for all charities not rated by Charity Navigator. Organize Tax Reporting:
- Provide each Account Holder with a tax reporting platform that will provide all applicable documents and reports in a digital format.

Using Your Account

How to Recommend a Grant

Grants from your Account may be recommended in several ways:

Online

The easiest, most efficient way for Account Holders to manage their Account is through Givinga, Inc. **website** which provides access to research, account analytics and fundraising functions. You can make grant recommendations, check account balances, see grant-making and gift history, research, run personal campaigns designed to amplify your impact and link your giving with your employer. \

Telephone

For questions regarding online access to your Account, call Donor Services at 866-396-8503.

Paper

An official Grant Form may also be downloaded from the givingafoundation.org website. You may mail to the attention of Fund Administration at the Givinga Foundation, 396 Washington Street Suite 307, Wellesley, MA 02481.

International Grants

Grants may be recommended to international organizations that use a Foundation-approved fiscal sponsor within the United States that qualifies per the eligibility guidelines above.

For all other international organizations, the Givinga Foundation partners with Global Giving and NGOsource to provide access to over 100,000 international charities.

A Few Things You Should Know

Before Recommending a Grant

We have compiled the following guidelines to make the grant-making process easier for you. Please familiarize yourself with these guidelines before you make a grant recommendation. Your grant-making strategy may involve any number of worthy endeavors, but please note that advised Accounts have some important federally mandated limitations.

Eligible Grantees

- 501(c)(3) public charities*, public and private schools, municipalities, government entities and religious organizations anywhere in the United States (this includes the U.S. arm of any international organization, provided the local arm qualifies under these rules) that have been certified by Charity Navigator or approved directly by the Givinga Foundation.
- Private operating foundations (if the private foundation was not established by the advised fund holder or his/her family and is not a Foundation established by employees of the GF or Givinga, Inc.).
- Foreign organizations with an equivalency of a USA 501(c)(3) organization.
- Individuals affected by disaster as described in IRS Section 139.
- Any other component Account of the Givinga Foundation (i.e. other GF Accounts, Campaigns Accounts or Endowment Accounts).

Prohibited Grantees

- Non-501(c)(3) organizations or foreign equivalents.
- Any entity if the purpose is not charitable.
- Any entity to satisfy legally binding pledges of the donor, advisor, or related parties.
- Any entity from which the donor, advisor or related parties will receive more than incidental benefits.
- Any entity for the purpose of supporting a political campaign.
- Private non-operating foundations.
- Private Operating Foundations of employees of the GF or Givinga, Inc.

- The fund's donor, advisor or related parties in the form of a direct grant, loan, compensation, or similar payment.

Ineligible Grantees

*Please note: a very small number of 501(c)(3) public charities are **ineligible** due to IRS regulations concerning Donor Advised Funds. As such, grants to the following types of organizations will typically not be made:

- Supporting Organizations under section 509(a)(3) of the Internal Revenue Code.
- Churches and houses of worship that have not been issued a tax-exemption letter by the Treasury Department, unless they operate under an umbrella exemption letter.
- Public safety organizations under section 509(a)(4) of the Internal Revenue Code.
- For-profit organizations, even if limited to charitable purposes.
- Private non-operating foundations.

Please contact us if you have a question as to whether a particular charity is eligible to receive a donor advised fund grant, and we will research it for you.

Recommending a Grant

Once we receive your recommendation, we will:

- Verify that the organization is an eligible grantee;
- Contact the organization, if necessary, for documentation or additional information about its mission, operation and purpose;

Anonymity

With each grant recommendation, Account Holders have a choice as to how they, as Advisor, and their Account are identified in the communication that accompanies the grant payment sent to the grantee organization. While Account Holders control anonymity, the GF feels it is important for charitable organizations to receive some information about each grant they receive. Account have three levels of Transparency to choose from:

1. **FULL TRANSPARENCY:** Account and Account Holder Visible / Account Holder Demographic Information provided. We provide the charity with the name of your Account, your full name, address, and email.
2. **PARTIAL TRANSPARENCY:** Account Visible. Information sent to charitable recipient will be limited to the name of the associated Account and the grantor city, state and zip code.

3. COMPLETE ANONYMITY: Accounts, Account Holder and Campaigns. Information will be limited solely to grantors zip code. No other information will be released to the Charitable recipient at the time of payment or any period beyond.

These options are listed on the Individual Account Application form and online. A sample grant award letter may be viewed in the following section.

How the Givinga Foundation and Givinga, inc. Protect Your Personal Information

Please see the Givinga Foundation CISP located on our website at www.givingafoundation.org.

Multiyear Installment Grants

Due to IRS regulations, Account Holders may not recommend grants to fulfill pledge obligations.

Schedule

The Board of Directors has authorized grants to be approved on a monthly basis. Any grant recommendations to approved charities are paid, pending authorization, on or before Friday of the last week of the month. Grants are paid either by check or through the Automated Clearing House (ACH) for electronic payment. Givinga reserves the right to delay payments to any non- approved charity until the approval process is completed

Acknowledgments

In the interest of our donors' privacy, the Givinga Foundation does not share your personal information with grantee organizations unless you give us explicit permission to do so, based on the anonymity options above.

A Word About Pledges and Benefits

PLEDGES

The IRS does not allow Donor Advised Funds to be used to fulfill an enforceable pledge made to an organization. What constitutes an enforceable pledge? It occurs when a donor makes a financial commitment in writing to an organization. The donor is then legally responsible for fulfilling that commitment. From the perspective of the IRS, using a Donor Advised Fund to satisfy that commitment results in an impermissible benefit—as if the donor were using the fund to satisfy a personal debt, such as paying a credit card bill or making a mortgage payment.

By ensuring that Account holders, family members of Account holders and entities controlled by Account holders do not use grants to satisfy their enforceable pledges, the Foundation protects you from paying IRS-imposed excise taxes equal to 125 percent of the benefit received (i.e. the pledged amount). For example, a legally binding pledge of \$500 paid by making a grant from an GF Account would be subject to an additional \$625 excise tax. The Givinga Foundation could also be subject to a variety of excise taxes related to the grant.

MULTI-YEAR GRANTS

Future services will allow Account Holders to set-up multiyear grants from their Donor Advised Fund payable to the organization of your choosing. Once the ability to arrange these with the Givinga Foundation is available, we will be happy to notify the organization of the Foundation's commitment on your behalf. Account Holders will be notified when this service is available.

MATERIAL AND INCIDENTAL BENEFITS

Because donors receive charitable tax deductions for all gifts to a Donor Advised Fund, the IRS does not allow additional material benefits, such as free admission to grantee events, a discount at its retail shops or a table at a benefit or fundraiser for the organization. Allowable incidental benefits, however, can include coffee mugs, key chains, newsletters, snacks, etc. (if the value does not exceed the IRS regulations of \$72 per person*) or anything that would not reduce the charitable benefit received.

Our Account Services staff is happy to answer your questions about pledges or material benefits in connection with Donor Advised Funds.

Please feel free to contact us at 844-283-4733

Account Management

Adding to your Account

You may personally add to your Account at any time.

There is **no minimum** requirement for additional contributions.

Making additional gifts to your Account may provide income-tax benefits so please contact your tax advisor if needed.

Creating new Personal Accounts

In addition to adding to your Account, you may create additional personal Accounts through the Givinga Foundation.

There are **no minimums** and no fees to establish additional Accounts on the Givinga platform.

Accepted Contributions

CASH

SECURITIES: When securities are transferred to an account, they can be gifted without incurring capital gains taxes, allowing 100 percent of the proceeds to be given to charity. Please note that the timing of your gift can have a substantial impact on your personal tax situation, so it is important to contact us as early as possible in the process. If you are gifting appreciated assets, it is important that the gift be completed before entering into a binding sales agreement. We advise you to seek your own legal, tax and financial advice in connection with gift and planning matters. Givinga Foundation and its staff do not provide legal, tax or financial advice.

NON- CASH ASSETS: Real estate, jewelry, art or almost anything of value can be converted into cash and used to support charitable causes through the Givinga Asset Exchange Platform. We accept most types of gifts, including whole-life insurance policies, real-estate and other non-cash assets including limited partnerships, C-Corp and S-Corp stock and tangible personal property.

To make an additional gift by check and for cash wire instructions, please review Check and Wire Transfer Instruction document located at www.givinga.com. This will include information such as the current address for checks and the banking and routing information for a wire or other electronic payment and also how to notify us of the payment. Letting us know to expect your gift ensures that we credit your fund properly and helps you receive the maximum tax benefit.

Many advised fund holders want not only to give through their Account during their lifetimes, but to direct some or all of their estate to their Account at the Foundation. To discuss a succession plan for your fund, please call Donor Services at 866-396-8503.

Credit Card Donations

Please visit www.givinga.com to make a donation with your credit card. Please note that credit card transaction fees will be automatically added to your initial donation amount.

Account Minimums

While there is no minimum required to establish an Account there is a \$10 minimum balance required to maintain an active grant making Account at the Givinga Foundation. When the balance falls below this level, donors are required to replenish their Account prior to making additional grants.

Campaigning by Account Holders and Fund Advisors

While running Campaigns is highly encouraged, the Givinga Foundation maintains rigorous donor fundraising policies in accordance with IRS guidelines and the Massachusetts Division of Public Charities. The Foundation must approve all fundraising efforts by donors or fund advisors prior to any distribution of funds following solicitation. Please contact us for a copy of the complete Campaign Policy.

Campaign Minimums

There is a \$10 minimum to Create a Campaign and only Account Holders with an active Account are eligible to create a Campaign. Active campaigns can be viewed by anyone and external donations can be made via credit card.

Gift Acknowledgment

All gifts will be acknowledged in accordance with Internal Revenue Code requirements.

Generally, the IRS requires taxpayers to complete and file a Form 8283 with their federal income-tax return for gifts of property, except for cash and marketable securities valued at \$5,000 or more. It is the donor's responsibility to get an appraisal for all gifts other than cash and marketable securities for tax-deduction purposes. Note: Givinga Foundation is not a licensed tax advisor. Donors should work with their financial, tax or legal professional to determine the best charitable giving strategy for their situation.

Gift Acceptance Fees

Any costs incurred to evaluate, acquire, or sell a complex gift asset, such as real estate, partnership interest, or closely-held stock, will reduce the net proceeds credited to the beneficiary fund.

Private Foundations

It is easy and convenient to consolidate a private foundation into a Donor Advised Fund. Advantages include control of anonymity, unlimited generations of successor advisors, consolidation of administrative costs and preferred charitable deductibility of additional gifts. To discuss terminating or consolidating a private foundation, please contact our Development Office at 866-396-8503.

Third-Party Contributions

Non-Account Holders may make contributions to any Individual or Campaign Account at the Givinga Foundation either online at Givinga.com or direct via check or Credit Card. Checks should be made out to Givinga Foundation, Inc. with the specific Account or Campaign name listed on the memo line. All contributors will receive a gift acknowledgement via email for confirmation of the tax deductibility of their gift.

How We Manage Foundation Assets

Givinga Foundation Statement on Investment Management

The guiding philosophy of the Fund's management at all times is to promote the prudent stewardship of funds entrusted to the Givinga Foundation for the benefit of the community of donors and charitable organizations we serve. To achieve this goal, the Givinga Foundation uses a combination of interest-bearing short-term accounts and low fee short term income funds.

Investment Committee

Our Investment Committee, made up of Givinga Foundation board members, is responsible for the overall management of invested funds held by the Foundation. Committee members meet at least four times a year, as well as in response to developments in the capital markets and other investment demands, such as portfolio rebalancing and manager-related decisions. They are also responsible for selecting, monitoring and terminating investment managers and consultants, and reviewing long-term performance relative to the Fund's investment objectives.

The Foundation's President currently serves as the Chief Investment Officer.

Reporting

A quarterly fund statement is available to you online through givinga.com, the Foundation's online Donor Services portal. This statement will show the balance of the Givinga Foundation's Account and will detail the previous quarter's activity including all contributions to and grants from the Foundation.

The Givinga Foundation's Privacy Policy

The Givinga Foundation deeply values its relationship of trust with its Account Holders. The Foundation's Privacy Policy and Comprehensive Information Security Policy govern the maintenance of personal data and provide that the Foundation will not sell, trade or exchange information about its donors or fund advisors, and will honor the wishes of those who prefer to remain anonymous in all communications materials. Both policies can be viewed in full at: www.givingafoundation.org.

Fee Structures for GF and Our Partners

The Givinga Foundation's annual operating budget is supported by interest we earn on idle assets as well as fees we receive when assets are donated from external accounts, enabling the Foundation and its Account Holders to have a powerful impact nationwide.

The Givinga Foundation strives for total and complete transparency and is committed to an Annual Breakeven Operating Model. This model ensures that once the revenue generated from supporting fees covers the cost of the Foundation's core services (which include philanthropic advising, nonprofit capacity building, grant making, gift and grant processing, investment and charitable asset management, planned giving services, new fund development, civic leadership activities and communications) any additional revenues will be donated to the **Givinga Accelerator Account**, an Endowment Fund created specifically to support and amplify existing Account Holder Campaigns. The Givinga Foundation commits to donating at least 75% of the excess revenues each year to Campaigns and organizations that our Board finds compelling and impactful.

In addition, the Givinga Foundation's partnership with Givinga, inc. provides a comprehensive platform for philanthropists to focus on maximizing their impact. We will keep you informed about important public-policy issues, connect you with other like-minded philanthropists and help you encourage others to amplify the Foundation's charitable capital.

In short, we go far beyond transacting grants and managing your charitable investment wisely. Our "business" is helping donors of all sizes make a lasting and meaningful impact.

Fees

The Givinga Platform operates under an "Assets in Motion" philosophy and is designed to align the interests of all parties involved in promoting active and consistent giving across the platform. To encourage all parties to focus on donating versus accumulating, Givinga and the GF have agreed to the following fee schedules:

Start Up Fee

- \$0 for any Donations made to your GF Account through the Givinga platform.

Annual Administrative Fee

- \$0. The GF charges no annual Administration Fee and no fees based on assets under management.
- The GF charges no additional fees for internal investment oversight.

Transaction Fees

- \$0. The GF charges no fees per internal transaction and no fees per donor for any donations made to your GF Account.

- 2.9% + \$0.30 per transaction. Credit card transactions will have a transaction fee of 2.9% + \$0.30 per transaction added to the donation. This covers the credit card processing fee and allows the entire donation to go to charity.
- 1%. Donations made by a credit card in a currency other than USD, will incur a 1% conversion fee.

Grant Fees

- \$0. For any Grant made by an GF Account Holder directly to a charitable organization within the USA the GF will charge no fees per transaction.
- 10%. For any Grant made to an approved non-USA organization GF will withhold 10% of the grant amount to cover vetting, reporting, and currency conversion.

For donations made by non-Givinga account holders to Campaigns, there will be a fee that consists of:

- 5% donations made by non-Givinga account holders to a Campaign.

This fee will be deducted prior to the assets being granted to the recipient charity.

Any excess revenues remaining within the administrative fee pool will be transferred to the GF Accelerator Account and used to amplify existing member campaigns.

Stock Donation Fee

- Account holders may donate stock to their DAF. This transaction will incur a fee of the greater of \$10 or .25% of the stock value at time of liquidation.

Making the Most of Your Account

In addition to managing the administrative details of your fund, Givinga Foundation and Givinga provide Account Holders with many opportunities to learn, lead and grow as philanthropists.

Partnering with You

Givinga Foundation has developed a financial technology platform dedicated to providing every Account Holder with access to all of the resources traditionally available to only the largest philanthropists. Through our partnership with Charity Navigator, we can help you identify and evaluate nonprofit organizations and programs that fit your giving strategy. And because money donated through the GF is pre-designated for only approved 501(c)3 charities, we ensure that it gets to the right recipient, removing the risk of fraud. The GF platform also offers a complete array of tools to manage your giving, simplify tax accounting and plan for giving in the future. Givinga can connect you with other Account holders who share your philanthropic interests and gives you tools to help you create a lasting impact through connected giving.

Leveraging the Power of Technology

While your charitable passions may be personal, you're not in this alone. Givinga connects donors of all sizes—from individuals to corporations—putting the power in the hands of the donor. Here are some of the ways we help you stay engaged and be inspired:

Amplified Giving

Philanthropy is serious work, but it is also about building new relationships, seeing new places and exploring new ideas. Givinga gives you the ability to leverage your social and corporate relationships and take your giving to the next level.

Through our unique Campaign function, GF Account Holders can use the platform to run cause-specific Campaigns for targeted charities. Whether it's supporting your local school, running an annual campaign for a cause that's important to you or responding to an unforeseen crisis, Givinga and the GF can help tailor your campaign. Pick your cause, create a home page, post to friends and leverage your company all on our platform—and all with a few clicks of your mouse. We handle communication, collection, tax documents, reporting and grant making, giving you the time you need to advocate.

In addition, the Foundation hosts a series of events that are designed to introduce donors to each other, encourage networking and information sharing and offer technical information to maximize grant making.

Centralizing Resources

Researching a non-profit organization is an important way to gather data and see its work in action. It also enables you to evaluate a potential grantee more effectively and enhance your understanding of the community and the organizations you fund. Our partnership with Charity Navigator puts all of your research needs on one platform. Through their database, Account Holders are able to assess existing organizations allowing them to make informed, educated decisions. From simply confirming the organization's tax status to diving deeply into its organizational structure, Charity Navigator provides GF Account Holders with everything they need to make informed decisions. We can arrange

site visits with potential grantees as well as advise you on questions to ask staff and board members and other issues to consider.

Giving Flexibility

Whether you're just starting out or have been giving for years, the Givinga Foundation allows you the flexibility to create giving programs that fit your personal goals and unlock your giving potential.

- Account holders can create a single Account or multiple Accounts.
- Families can name children as Secondary Advisors.
- You can publicly campaign or be highly discreet with your giving.
- And if you don't have a lot of money to start with, we can show you how you can link with others and your company or our community to maximize your impact.
- We combine financial tools with easy to use software to facilitate organizing, tracking, sharing and managing your giving Account.

Making an Impact

Our Account Services staff, in partnership with external advisors, can help you develop and articulate a philanthropic mission and giving goals, as well as prioritize those objectives to achieve maximum impact in the community. We have a variety of written materials available to help address your questions, and our staff is skilled in handling specific needs and concerns.

Family Philanthropy: Involving your family offers you the opportunity to pass on your philanthropic values, come together for meaningful activities and discussions, learn more about each other as individuals, and develop a common vision. It also enables you to address social needs in a way that draws upon the strengths of all family members. Without the guidance of experienced professionals, however, articulating and implementing a plan for your family's giving can be challenging. We are here to help. We routinely work one-on-one with donors and their families to develop and implement philanthropic plans or organize "learning and doing" events. Our expertise is supporting donors so that they have a personally meaningful, fulfilling experience with philanthropy at any stage of their journey.

Local/ National/ Global Reach: Through our partnership with Charity Navigator, Global Giving, NGO Source and our personal relationships with organizations and nonprofits throughout the United States and abroad, we can help connect donors to the best organizations across the country and globally.

Succession Planning: Effective philanthropy requires thoughtful planning, including decisions related to the future of your Account. Our Donor Services team can work with you to develop a customized plan to meet goals in the three intersecting areas of philanthropy, estate planning and family, and will help you consider creative ways of building your philanthropic legacy.

Impact Investing: Our staff is available to share their expertise and help you create innovative strategies such as Program Related Investments.

Customized Strategic Philanthropy: In partnership with our external philanthropic advisory teams, we can help to make your philanthropy more strategic, effective and fulfilling.

Leaving a Lasting Legacy

Endow Your Account: By endowing your Donor Advised Fund, you can ensure that successive generations of your family will stay involved as advisors to the fund, and that the principal of the fund will remain intact in perpetuity.

Support the Givinga Accelerator Account: You may make gifts to the Endowment Fund at any time, enhancing our ability to make grants when and where the need is greatest.

Planned Giving: There are many ways to incorporate the Givinga Accelerator Fund into your estate planning, including gifts by will or trust, gifts of retirement plan assets and life insurance, gifts that pay you income, and gifts that preserve assets for your heirs.

Name a Successor Advisor: Pass the fund on to another generation or split equally into separate funds for each of your successors. There is no limit on the number of successors or the number of generations.

Please note that all succession plans must be communicated to the Foundation in writing for approval. Please use the enclosed Donor Advised Fund succession plan form or download it from our website.

If, upon the death of all of the original advisors, the Givinga Foundation does not have a succession plan on file for your fund, the balance of your fund will be added to the Givinga Accelerator Account and used to amplify existing Accounts and Campaigns.

We are happy to work directly with you to develop customized plans to meet your goals. For more detailed information, please contact Donor Services at 866-396-8503.

Important Information About Your Account

Tax Implications

Because the Givinga Foundation is a public charity under Sections 501(c)(3) and 170(b)(1)(a) of the Internal Revenue Code, initial and subsequent contributions made to its Donor Advised Funds currently receive the maximum charitable deduction permitted under state and federal law. Each gift to the Givinga Foundation is acknowledged with an electronic receipt confirming the date and a description of the gift for the donor's tax records. Note: The Givinga Foundation is not a licensed tax advisor. Donors should work with their financial, tax or legal professional to determine the best charitable giving strategy for their situation.

Control of Assets / Material Restrictions

Every Account at the Givinga Foundation is a Donor Advised Fund. A fundamental characteristic of Donor Advised Funds is the transfer of donor control to the public charity. When you make a gift to establish an Account or to add to your Account, the gift becomes the property of the Givinga Foundation, which means that the Foundation has exclusive legal control over the contributed assets. This means that while you, as an advisor, may recommend grants, the Foundation is not legally bound by your advice. However, if a grant recommendation meets the requirements on pages 10 and 11, we will approve your recommendation.

Transfers

No party to a fund may transfer or assign an Account or its obligations to a third party without the prior written consent of the other party. The advised function of any fund cannot be assigned without the written approval of the Givinga Foundation.

Disputes

The Account agreements between donors and the Givinga Foundation are governed by the laws of the Commonwealth of Massachusetts without regard to its conflicts of law principles. Venue for any disputes arising out of or in connection with a fund shall be sited in the federal or state courts of Massachusetts.

Frequently Asked Questions

Q: How many grants may I recommend in a year?

A: You may recommend as many grants as you wish, amounting to the total of your fund balance. It should be noted that there is a \$10 minimum to maintain an active grant-making Account. When a balance falls below this level, Account Holders are required to replenish their Account prior to making additional grants. Any Account that remains below \$10 and inactive for 12 months may be closed by the Foundation and its assets granted to the default charity on record.

Q: Who can recommend grants from an Account I established?

A: Anyone listed as a fund advisor on your Fund Agreement can recommend grants from the fund. If you would like to add an advisor to your account, please submit a request to the Foundation. An advisor must be 18 years of age.

Q: Can I ever change the name of the Account I established?

A: Yes. The Account Holder can change the name of any Account. Please submit your request via the Givinga website.

Q: Can the GF help me identify programs that match my giving criteria?

A: Yes. Through our exclusive relationship with Charity Navigator the GF staff is able to provide information on a wide variety of programs nationwide. Charity Navigator also allows Account Holders to research areas of interest and to link to the relevant experts on the Foundation's grant making staff.

Q: May I serve on the board of an organization and recommend a grant to it from my GF Account?

A: Yes, you may make Donor Advised Fund grants to organizations in which you, your spouse or family members participate in a volunteer or board capacity. We simply ask that you certify that you will receive no personal benefit from the grant by agreeing to the terms and conditions at the bottom of the grant request form.

Q: I would like to buy a table at a charity dinner. May I do so from my GF Account?

A: No. Under the Pension Protection Act of 2006, you may not support fundraising events for nonprofit organizations through your Donor Advised Fund if you are attending the event. Instead you will have to pay the ticket price directly from your own pocket and cannot recommend even a portion of the support for the event from your fund. Bifurcation of grants (splitting the "non-deductible" from the deductible portion of gifts) is no longer allowed per IRS regulations. If you are not attending the event, however, you may make a general operating support grant in honor of the program.

Q: May I make my membership gift through GF Account?

A: No. Under the Pension Protection Act of 2006, memberships to museums, aquariums, zoos, etc. may not be paid through a grant from your Account because these memberships carry with them more than an incidental benefit.

Q: Can I encourage others to give to the fund?

A: Yes. The GF encourages creating Campaigns from your Account to increase your impact around causes that are important to you however, organized fundraising activities (e.g. events, raffles, walks, etc.) on behalf of the GF are not permitted. Please visit givingafoundation.org for a copy of our fundraising policy.

Q. I recently moved and want to update my record at the Givinga Foundation. Is there a way to do this?

A: Yes! Log on to Givinga.com and choose “My Profile Information.” Edit the information and click “Submit Changes.”

Glossary of Terms

501(c)(3): Section of the Internal Revenue Code that designates an organization as charitable, tax-exempt and nonprofit. Organizations qualifying under the code include religious, educational, charitable, amateur athletic, scientific, or literary groups; organizations testing for public safety; or organizations involved in prevention of cruelty to children or animals. Most organizations seeking foundation or corporate contributions have a 501(c)(3) status. The Givinga Foundation's due diligence on grants includes verifying 501(c)(3) status for all grantees.

Advised Account: A Donor Advised Fund through which the Account Holder (or person or committee designated by the Account Holder) can advise the community foundation on charitable distributions. The recommendations are only advisory; the governing body of the community foundation has legal control over all distributions.

National Sponsoring Organization: A tax-exempt organization with national reach in fundraising and grant-making. National Charities include independent organizations and other charitable organizations affiliated with financial institutions. Givinga Foundation is an Independent National Sponsoring Organization

Component Funds: Multiple funds (such as Donor Advised Funds) which comprise a community foundation. A Donor Advised Fund is a component fund and asset of the Givinga Foundation, (a qualified public charity), and as such, any contribution to a component fund is automatically treated as a gift to a public charity.

Designated Fund: A fund from which distributions are restricted to one or more specific public charities that have been named by the donor. The Givinga Foundation oversees the annual grant process, ensuring that the organization has not changed its legal status and that its purpose remains charitable in nature. In the event the organization ceases to operate or changes its purpose, the Givinga Foundation will see that the fund is used to continue the donor's charitable objectives.

Donor-Advised Fund: A philanthropic giving vehicle administered by a charitable Sponsoring Organization. A donor advised fund allows donors to establish and fund the account by making irrevocable, tax deductible contributions to the charitable Sponsoring Organization. Donors then recommend grants from those funds to other charitable organizations.

Endowed Fund: Also known as a permanent fund, an endowed fund is intended to be kept in perpetuity and invested to generate income for charitable grants. Endowed and permanent funds are restricted to the Foundation's spending rule, which is determined by the Board of Directors.

Field of Interest Fund: A fund from which distributions are restricted to a charitable purpose specified by the donor (for example, the arts, education, or summer activities for the youth of Boston).

Givinga Accelerator Account: The GF Accelerator is the Givinga Foundation's endowment and its largest and most flexible unrestricted fund. Through a competitive grants process, The Accelerator Account makes grants to existing Givinga Foundation Accounts and Campaigns.

Private Foundation: A foundation that receives most of its income from, and is subject to the control of, an individual or other single or limited source. Also, the technical IRS term for an organization which is tax-

exempt under Section 501(c)(3) but does not have to meet a public support test, so therefore is classified as a private foundation under the Internal Revenue Code.

Private Operating Foundation: A private foundation (see above) that uses its income to operate a charitable activity, such as a school or camp, rather than to make grants. A private operating foundation has a different tax status from either a public charity or a private non-operating foundation.

Program-related Investments (PRIs): Sometimes referred to as impact investments, PRIs are investments made by foundations to support charitable activities that involve the potential return of capital within an established time frame. PRIs include financing methods commonly associated with banks of other private investors, such as loans and loan guarantees.

Single-Issue Charities: A tax-exempt organization that works in a specific topic area. Some common Single-Issue Charities include universities, Jewish federations, other faith-based charities, and issue-specific charities, such as those in the environmental, social justice or international relief arenas.

Spending Rule: Cash usage or “spending” determination made each year by the Board of Directors aimed at both the long-term growth of endowment fund principal and also a consistent level of annual grants to charity.

Unrestricted Fund: A fund that gives the Givinga Foundation complete discretion to make charitable grants. The Givinga Foundation’s largest unrestricted endowment fund is the Givinga Accelerator Fund.



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