

# Catholic COMMUNAL Fund

[ccfny.com](http://ccfny.com)

*How to get more  
and do more  
with your  
charitable  
giving.*

## Typical CCF

**Funds** The CCF allows you to create a Fund from which specified grants to the qualified charitable organizations of your choice may be made. The charities selected need not necessarily be part of Catholic Charities or the Archdiocese of New York. Here are some typical choices.

**To restore art in the Vatican**, one woman opened a major Fund.

**To Fund a group of student orchestras**, a husband and wife set up a Fund to purchase instruments and hire instructors.

**To honor their parents**, one family established a Fund to supply their local Parish Church with flowers for special occasions, in perpetuity.

**To further their belief in Catholic Charity**, one family set up a Fund to support the Archdiocese of New York's Catholic Charities.

**A passion for education** led one woman to set up a Fund to make grants to her alma mater.

Catholic  
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1011 First Avenue  
New York, NY 10022  
212-588-0624  
[www.ccfny.com](http://www.ccfny.com)

*In combining philanthropy and practicality, the CCF has made it easier than ever to give generously. As a donor, setting up a Fund is a way to make charitable gifts and maximize a donor's current tax savings. A donor receives an immediate tax deduction for the amount of the contribution, and may identify the charitable beneficiary(ies) at the time the Fund is set up or suggest such beneficiaries at a later time.*

**Why The Catholic Communal Fund** CCF provides donors with an efficient way of making contributions to charities of their choice, while maximizing immediate tax benefits. Gifts of appreciated stock, whether publicly traded or not, to a CCF Fund will be deductible at full fair market value. Gifts of non-publicly traded stock to non-public charities are only deductible at cost basis.

#### **CCF Advantages**

- at a Glance:**
- Recommend grants to the qualified charities of your choice.
  - Get a full fair market value tax deduction immediately.
  - Avoid capital gains tax.
  - Total confidentiality.
  - CCF handles administration tasks on your behalf. (No need to set up, administer or appoint a Board for a private foundation.)
  - Open a Fund in minutes.

**Donor Contributions** An initial tax-deductible contribution of \$10,000 or more in cash, securities, or other property is required to establish a charitable Fund which will bear the donor's name or a name selected by the donor. Gifts to the CCF are irrevocable. Funds may be created by individuals (during life or at death), families and corporations. Contributions to an Advisory Fund also may be made by the donor's friends, family, private foundations, and charitable trusts.

Charitable Advisory Funds will not be operated as separate entities or deemed trust funds held by the CCF in a trustee capacity.

There are 4 types of charitable Funds:

- 1. Designated Funds** A donor, at the time a Fund is set up, may name specific qualified charitable organizations and the amount of donations, for grants from the Fund.
- 2. Restricted Funds** A donor at the time a Fund is set up may limit grants from the Fund to specific areas of charitable work. The CCF Board of Directors will select grant recipients working in that area.
- 3. Endowment Funds** At the inception of the Fund, grants may be directed to areas of the greatest need by either the donor, or the CCF Board of Directors. A gift of \$25,000 or more is required to set up an Endowment Fund.
- 4. Charitable Advisory Fund** A donor may suggest to the CCF Board of Directors that grants from a Fund go to specific qualified charitable organizations. The CCF Board will make the ultimate determination on grants, and even where a suggestion furthers the charitable goals of the Catholic Community, the Board of Directors may not follow it.



**The Catholic Communal Fund allows you to specify grants for the qualified charitable organizations of your choice, which need not necessarily be part of Catholic Charities or the Archdiocese of New York.**

**Contributions** *The CCF will acknowledge, in writing, acceptance of a contribution when it is made.*

**Investment Policy** *The Catholic Communal Fund fixed income investments are professionally managed by Hudson Canyon Investment Counselors LLC. Funds allocated to equity are invested in the FMC Select Fund, a mutual fund that seeks total return principally through capital appreciation and to a limited degree through current income, and in the FMC Strategic Value Fund, a mutual fund that seeks long term capital appreciation. Both Funds are advised by First Manhattan Co. The CCF reserves full discretion over the investment of account balances and the right to revise or revoke this investment program.*

*Once each calendar quarter, donors may request a change in the asset allocation of their fund. The request must be in writing. An asset allocation change form may be downloaded at the CCF's website: [www.catholiccommunalfund.org](http://www.catholiccommunalfund.org).*

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**Benefits to Donors** A donor is generally entitled to deduct the fair market value of his or her contributions for income tax purposes, whether or not the value is more than the tax basis of the property, provided the property has been held at least one year before the gift.

A donor will be eligible for a charitable income tax deduction on the date that the contribution is received by The CCF. Contribution deductions are subject to the following limitations:

**Cash** The amount contributed.

**Publicly-Traded Securities** The fair market value of securities which is the average of the high and low prices reported on the date the gift is delivered to the Fund.

**Securities Not Publicly Traded** The same rules apply as for publicly-traded securities except that the fair market value of the securities must be determined by a qualified appraiser hired by the donor. Gifts of not publicly traded securities to non-public charities are only deductible at their tax cost basis and the aggregate gifts of the donor and the donor's family cannot exceed 10% of the outstanding shares of the corporation.

**Limitations on Deduction** A donor is entitled to a deduction for cash contributions of an amount up to 50% of his or her adjusted gross income for the year in which the gift is made. Deductions for gifts of appreciated property (owned by a donor for one or more years) are limited to 30% of the donor's adjusted gross income. Any excess deduction can be carried over and deducted for up to five additional consecutive years.

**Administrative Fees** Each Fund will be charged an annual administrative fee of 3/4 of 1% of total funds, computed monthly.

If there is any surplus resulting from this

charge over operating expenses, a minimum of 10% is added to the Fund's Endowment Fund and any balance is applied to the needs and programs of organizations which meet the charitable objectives of the Catholic Communal Fund, as selected by the Board of Directors of the Fund.

**Charitable Advisory Fund** A Charitable Advisory Fund offers a donor the opportunity to advise and consult on grants from the Advisory Fund to one or several charitable programs of the Archdiocese of New York or other qualified charitable organizations.

A gift to a Charitable Advisory Fund will be the property of The CCF, which will use the property solely for charitable purposes.

The procedure to establish a Charitable Advisory Fund is very simple. If you have any questions or concerns after reviewing this document, please call The CCF at 212-588-0624 for additional information or assistance.

**Donor Suggestions for Grants** The donor who establishes the Advisory Fund is the only qualified advisor during his or her lifetime. If a Fund is established by more than one donor, i.e., husband and wife, either may make suggestions for grants.

Advice on grants must be in writing and a recommended grant may not be for less than \$250. A suggested grant may not be used to satisfy an enforceable pledge or a personal obligation of the donor or advisor and may not materially benefit a donor or advisor.

**Instructions in a Donor's Will** Instructions for distributions to be made within one year following the death of the donor will be presented to the CCF Board of Directors.

## Amount Distributable From Each Charitable Advisory Fund

All income attributable to each Charitable Advisory Fund will be credited to such Fund. Both income and principal will be available for the Catholic Communal Fund grant distribution as follows:

- A.** All income earned by each Fund is available for distribution annually.
- B.** 50% of the principal amount of a gift is available for distribution during the first year. The remaining 50% is available for distribution in the second year and thereafter.
- C.** All income earned by each Fund must be distributed by December 31 of the following year. However, the Board may approve the accumulation of income beyond one year for a specific charitable purpose. If such income is not distributed by December 31 of the following year, then such unexpended income may be transferred to the Communal Endowment Fund.

## Distribution of Remainder of Fund

A donor may suggest that, at the time of his or her death or the death of the last advisor, the remaining income and principal be distributed to particular charitable programs of the Archdiocese of New York or other qualified charitable organizations. If such a designation has not been made, then at the time of death of the last advisor, the income and principal remaining in the Fund will be transferred to the Catholic Communal Endowment Fund. The CCF Board of Directors determines who receives grants from The CCF.

## Appointment by Donor of Additional Advisors

At the time the Charitable Advisory Fund is established, the donor may appoint his or her spouse (if not a co-donor) and/or children or other persons to make suggestions for grants from the Advisory Fund after the donor's death. The number of successor advisors shall be limited to the donor's spouse plus four additional persons, each of whom must be over the age of 18 years at the time of assuming an advisory capacity.

The donor may change his or her successor advisors at any time, during life or by Will.



**Without having to go to the expense of setting up your own personal foundation, you can benefit the cause of your choice – be it fighting hunger and disease, helping the elderly or supporting education and the arts.**

**Grant Distribution Procedure** Mail or fax a letter containing your suggestions to:

**The Catholic Communal Fund**  
**1011 First Avenue - Room 1400**  
**New York, New York 10022**  
**Fax 212-753-5980**

It is not necessary to send a separate letter for each suggestion. The letter must include the name of the Advisory Fund from which the grant is to be made and the complete name and address (including zip code) of the organization being suggested to receive a grant. In the case of grants of \$5,000 or more, the name of the person to whose attention the check should be sent must also be included. All decisions on a suggestion will be made by The Catholic Communal Fund Charitable Distribution committee. Suggestions will be processed in a timely fashion.

When a grant is made from an Advisory Fund, an accompanying letter will indicate the name of the Charitable Advisory Fund from which the grant was made. Our letters and checks bear the name of The Catholic Communal Fund. A copy of the check and accompanying letter is forwarded to the donor.

**Corporation Establishing a Charitable Advisory Fund** If a Fund is established by a corporation, it will have a life of 25 years. Individuals named by the corporation to be advisors, as individuals or in committee, must be appointed by a Board resolution. At the end of 25 years, the Fund's activity will be reviewed by the CCF Board of Directors. If one or more advisors are living and hold positions in the corporation at that time, then upon the suggestion of the CCF

Board of Directors and in its sole discretion, the Fund may be continued for an additional 25 years. If at any time during the first or second 25-year period there is no living advisor, or the corporation no longer exists, all income and principal remaining in the Fund will be transferred to the Catholic Communal Fund's Endowment Fund.

**Quarterly Reports** In January, April, July, and October of each year, a donor will receive a complete report of all transactions in the Advisory Fund. This includes the income credited to the Advisory Fund, contributions, transfers, grants made, and any operating charges. A donor will receive with each quarterly statement a complete list of the organizations to which grants have been made in that three month period, and the amount of each grant. In this way, donors are able to plan and advise on and structure a long-range philanthropic program.

**The Catholic Communal Fund (CCF)**  
*is an independent, tax-exempt, publicly supported charity, sponsored by the Archdiocese of New York, to support a broad spectrum of religious, charitable and educational programs and institutions which further the charitable goals of the Catholic Community. CCF accepts contributions from donors for the establishment of individual charitable funds. CCF administers the funds, and distributes grants from the funds to qualified sectarian and non-sectarian charitable organizations.*

*The Catholic Communal Fund cannot make any representations as to the future investment performance of any Fund maintained by it, and past performance may not be relied upon to predict the future performance of any Fund*

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