



# The Giving Season is here!

Your generosity - and all it inspires - creates lasting impact in our community. As you make decisions about year-end contributions to your fund and grant distributions to your favorite nonprofit organizations, please refer to the 2023 timetable below.

Due to the scheduled holidays, **please note** that the Community Foundation will be closed on December 25, 26, 30, and 31. Your financial institutions may have other unique closure times, so we encourage you to make a year-end contribution to your fund as soon as possible to avoid delays. For details about how to make your contribution, including stock/security transfer instructions, please contact us at [stewardship@cflouisville.org](mailto:stewardship@cflouisville.org) or 502.585.4649.

## Action Needed

### Contributions to Your Fund

*A contribution is money added to a fund. This donation to the Community Foundation of Louisville can be tax-deductible to the donor upon receipt, subject to IRS regulations.*

### Deadline to Receive

<b>Check</b>	<u>Hand-delivered</u> : Bring to the Community Foundation's office by <b>noon</b> on <b>Friday, December 29</b> .	<b>December 29</b>
	<u>Mailed</u> : Postmarked <u>by USPS</u> on or before <b>December 30</b> .	<b>December 30</b>
<b>Wire Transfer</b>	Give wire instructions to your financial institution by <b>mid-December</b> to ensure your contribution is received by the December 29 deadline.	<b>December 29</b>
<b>Credit Card</b>	Make an online credit card gift by selecting "Add to my Fund via Credit Card" from the menu options after logging in to our online platform.	<b>December 31</b>

**Publicly Traded Securities**

Stock gifts usually take a few business days to transfer but can be delayed further given the volume of transactions and holidays at year’s end.

We recommend instructing your broker to initiate a stock transfer by **mid-December** to ensure it is received by the December 29 deadline.

Please contact us at [stewardship@cflouisville.org](mailto:stewardship@cflouisville.org) or 502.585.4649 to inform us of your stock gift.

**December 29**

**Mutual Funds**

**As soon as possible**, contact your mutual fund administrator or broker because it may take a month or more for this transfer process to be completed. Please contact us at [stewardship@cflouisville.org](mailto:stewardship@cflouisville.org) or 502.585.4649 to inform us of your mutual fund gift.

**December 29**

**Complex contributions such as stock certificates, real estate, and shares of a privately held company**

**As soon as possible**, contact our Director of Gift Planning, Jennifer Fust-Rutherford, JD, at 502.855.6953 or [jenniferf@cflouisville.org](mailto:jenniferf@cflouisville.org) to discuss your complex contribution, as it can take a month or more for this gift to be completed.

**December 29**

**Action Needed**

**Grant Distributions From Your Fund**

*A grant distribution is money sent out of a fund to a nonprofit organization. This is not tax-deductible.*

**Recommended Deadline**

**Year-end grant distribution to a nonprofit organization**

Due to the volume of grant distributions processed during December, we recommend submitting grant requests by December 8\* to ensure they are processed before year-end.

**December 8\***

\*For grant distribution recommendations submitted after December 8, we will give our best effort to process within our normal 3-5 business day timeline and will notify you if there will be a delay.

**For questions about your fund, please contact our Manager of Gift & Donor Services, Miranda Reece, at 502.855.6958 or [stewardship@cflouisville.org](mailto:stewardship@cflouisville.org).**

