



SUPPORT FUND: APPROVAL REQUEST FORM - 2017

ORGANIZATION _____

ADMINISTRATOR/CEO _____ **EMAIL** _____

MAILING ADDRESS _____ **PHONE** _____

_____ **FAX** _____

INDIVIDUAL RESPONSIBLE FOR SENDING CHECKS TO THE YOUNGSTOWN FOUNDATION:

NAME _____ **EMAIL** _____
(If different from above)

TITLE _____ **PHONE** _____

MAILING ADDRESS _____ **FAX** _____
(If different from above)

PLEASE PROVIDE THE FOLLOWING ATTACHMENTS:

- | | |
|--|---|
| Mission Statement | 2017 Board of Directors roster |
| Executive staff roster | 2017 Listing of Officers |
| Summary of organization's services | Copy of IRS 501(c)(3) Determination Letter |
| Most recent audit/financial statement | Copy of most recent IRS Form 990 |

The Support Fund is a unique way for donors to enhance giving and maximize their philanthropic support!

I UNDERSTAND AND AGREE TO THE FOLLOWING SUPPORT FUND GUIDELINES:

Please check each box to indicate agreement

- The Youngstown Foundation will from time to time, in its sole discretion, designate as "Approved Charities" of the Support Fund such public charities as The Youngstown Foundation determines serve the city of Youngstown and vicinity in a manner consistent with and in furtherance of The Youngstown Foundation's charitable purposes.
- A donor to the Support Fund may recommend to The Youngstown Foundation that all or part of the donor's contribution be used to support one or more Approved Charities, in such percentages as the donor may request in writing. All such recommendations will be solely advisory in nature, and are not binding on The Youngstown Foundation, and the Youngstown Foundation will have sole discretion and control with respect to distributions from the Support Fund. All Support Fund contributions will be used by The Youngstown Foundation to support Approved Charities and not for other purposes; however, no particular Approved Charity shall have the right at any time to any portion of the Support Fund.
- In compliance with IRS Code Section 170(f)(8), **no goods or services were provided in exchange for the contribution, i.e., memberships, meals, tickets, golf events, etc.**

- If and to the extent a donor's recommendation for distribution to an Approved Charity is ultimately approved by The Youngstown Foundation Distribution Committee, The Youngstown Foundation will make an additional distribution from its Unrestricted Fund to such Approved Charity equal to 5% of the Approved Distribution, subject to the following limitations: (a) an Additional Distribution will be made by The Youngstown Foundation only with respect to the first \$5,000 of any Approved Distribution; and (b) the maximum Additional Distribution(s) for any Approved Charity that will be made by The Youngstown Foundation in any given year is \$5,000.
- Any written/printed description and/or promotion of the Support Fund (*e.g.*, regarding Approved Distributions and Additional Distributions) must be consistent with the above guidelines and be approved by The Youngstown Foundation prior to its printing and distribution to ensure accuracy of the information.
- An approved charity may not contribute to the Support Fund to support another approved charity.
- Fund applies only to gifts of a minimum of \$100.
- Checks should be made payable to The Youngstown Foundation and mailed to:

The Youngstown Foundation
P.O. Box 1162 Youngstown, OH 44501

- Donors must identify in writing the Approved Charity/Charities they wish to support. Note charity name on memo line of check
- Donations can also be made by credit card online through The Youngstown Foundation website, www.youngstownfoundation.org. Just click on DONATE NOW!
- Link your agency website to The Youngstown Foundation website to ensure easy access for your donors to maximize contributions to your organization through the Support Fund.
- No goods or services can be received on a Support Fund donation. This includes memberships, meals, tickets, golf outings, fundraising events, etc.
- Only the donor's first \$5,000 to an organization through the Support Fund qualifies for the additional contribution.
- There is no limit as to how many organizations a donor selects to support each year.
- Contribution checks are deposited daily; however donor information and agency payments are distributed on a **monthly** basis.
- The Youngstown Foundation retains the power to modify any restriction or condition on the distribution of restricted funds if in its sole judgment such restrictions or conditions become unnecessary, incapable of fulfillment or inconsistent with the charitable needs of the community.

SIGNATURE

TITLE

DATE

FOR OFFICE USE: DATE RECEIVED: / / **MATERIALS COMPLETED:** / / **APPROVAL DATE:** / /