



The charts below provide important information to help in making contributions and grants on or before Dec. 31, 2017. These are estimates based on standard transactions. Please allow additional time for CCF to conduct due diligence and process more complex situations, such as international grantmaking or processing closely-held stock. We look forward to helping you. For general questions, please call **(213)413-4130**.

GRANTMAKING	PROCESS	TIPS	ESTIMATED TIME*	DEADLINE FOR DONORS
Grant Recommendations	Submit online through DonorConnect or return the grant recommendation form by mail or fax.	Recommending grants online is the fastest, greenest way.	4-6 business days from the time the grant recommendation is received to the time the check is mailed.	Received at CCF by Dec. 15, 2017 for grants to be mailed by Dec. 30.

CONTRIBUTIONS	PROCESS	TIPS	ESTIMATED TIME*	DEADLINE FOR DONORS
Checks	Send a check made payable to CCF and indicate the name of your fund on the memo line of the check. California Community Foundation 221 S. Figueroa St., Suite 400 Los Angeles, CA 90012	Check contributions do not require additional paperwork.	CCF processes the check based on the day it arrives, Please allow 48-72 hours processing during the busiest times.	USPS Postmark by Dec. 30, 2017.
Credit Card Contributions	Use our online contribution page . Please indicate the receiving fund in the comments field.	The fund will incur a third-party processing fee of 2.7 percent.	Immediate	Received at CCF by Dec. 31, 2017.
Wire Transfers	Please call us at (213) 239-2300 to determine your investment pool. We will then send you the corresponding instructions.	Please make sure to alert CCF of your wire transfer so that we can credit the appropriate fund in a timely manner.	Timing depends on the financial institution processing the transfer. Typically this is 3 days.	Received at CCF by Dec. 29, 2017.
Public Securities, Held Electronically	Send a gifting letter to your broker with the CCF account number. Call CCF for the account details.	Please make sure to alert CCF of your transfer so that we can credit the appropriate fund in a timely manner.	Timing depends on the broker processing the transfer.	Received at CCF by Dec. 29, 2017.
Public Securities, Held in Certificate Form	Send the following: 1) A gifting letter, 2) An irrevocable stock power and 3) The certificate to CCF by registered mail or delivery service.	All 3 documents must be received to process the gift. Call us for the account number and instructions at (213) 239-2300.	Varies, please contact CCF for more information.	Received at CCF by Dec. 29, 2017.

CONTRIBUTIONS	PROCESS	TIPS	ESTIMATED TIME*	DEADLINE FOR DONORS
Restricted Stock*	Please contact Paul Schulz at (213) 452-6241 or pschulz@calfund.org to discuss your options.	Please have your documentation handy in order to process your request quickly and effectively.	Timing varies depending on the restrictions.	Please contact CCF as soon as possible.
Closely-held Stock*	Please contact Paul Schulz at (213) 452-6241 or pschulz@calfund.org to discuss your options.	Per the IRS, closely-held stock will need a qualified appraisal within 60 days of the gift.	Timing varies, but typically we can process gifts of closely held stock in 1-2 months.	Please contact CCF as soon as possible.
Real estate*	Please contact Paul Schulz at (213) 452-6241 or pschulz@calfund.org to discuss your options.	Per the IRS, gifts of real estate will need a qualified appraisal within 60 days of the gift; other technical documents may be required.	Timing varies, but typically we can process real estate transactions in 2-3 months.	Please contact CCF as soon as possible.
Mutual Funds	Please contact Paul Schulz at (213) 452-6241 or pschulz@calfund.org to discuss your options.	Start early, as this process can take up to 4 weeks.	From 3 business days to 4 weeks.	Owned by CCF by Dec. 29, 2017.
IRA Charitable Rollover**	Please contact Paul Schulz at (213) 452-6241 or pschulz@calfund.org to discuss your options.	IRA Charitable Rollover is open to donors aged 70½ or older. Start early, as this process can take several weeks.	Timing depends on the firm processing the distribution.	Received at CCF by Dec. 29, 2017.

*At CCF we are happy to help you with the transfer of complex assets, in fact, it is our specialty. If you are considering a complex asset gift before the end of the year, please call us as soon as possible so that we can help you identify documentation you will need. We accept complex assets throughout the year. Please call Paul Schulz at (213) 452-6241 for more information.

** The [IRA Charitable Rollover](#) allows individuals who have reached age 70½ to donate up to \$100,000 to charitable organizations directly from their IRA without treating the distribution as taxable income. Distributions must go to a charity and may not be directed towards a donor-advised fund. CCF has a number of charitable options that qualify to receive such distributions including the [Home L.A. Fund](#), the [Los Angeles Scholars Investment Fund](#), [BLOOM \(Building a Lifetime of Options and Oppirtunities for Men\)](#), [L.A. for All](#) and the [Future of L.A. Fund](#). Please call Paul Schulz at (213) 452-6241 for more information.