

# HOW TO USE YOUR FUND

COMMUNITY FOUNDATION OF NEW JERSEY

## GRANT RECOMMENDATIONS MAY BE MADE

- 1 Online at **Your Fund Online**. Go to:

[cfnj.org](http://cfnj.org) → Fund Login

- 2 By mail or fax using the **Grant Recommendation Form**

Contact us for printed forms or an electronic version,  
or print form at:

[cfnj.org](http://cfnj.org) → Personal Philanthropy → Making Grants

- 3 By **email**. Email Karen at [karias@cfnj.org](mailto:karias@cfnj.org) with the following information:

<b>Your name</b>	<b>Fund name</b>	<b>Organization Name</b>
<b>Your address</b>	<b>Your phone</b>	<b>Grant Amount</b>

If applicable, add Organization Contact Name and Special Instructions.

## GENERAL NOTES

- Minimum distribution is \$100
- The Foundation can only approve grants to public charities determined by the IRS to be 501(c)(3) organizations
- Following due diligence by grant administration staff, grant recommendations will be processed and mailed within 5–10 days of receipt
- Please call the Foundation before making grant recommendations to international organizations

The following grant recommendations are **ineligible** and cannot be honored:

- Grants to private non-operating foundations
- Grants to individuals
- Grants to political candidates or organizations
- Grants to fulfill personal pledges. **Please note a Donor Advised Fund can make a pledge; this should be discussed with the Foundation in advance**
- Grants that result in the donor deriving a material benefit of any kind, including tickets to a dinner event, free admission to a museum, salary, or other material support
- Grants to organizations on the U.S. Department of Treasury Office of Foreign Asset Control Terrorist List