

MEMORANDUM

DATE: November 19, 2018

TO: The Foundation's Family of Donors

FROM: David Carroll, Senior VP, Finance & Administration/CFO

RE: Important Details About Making Year-End Donations

Thank you for your continual support of the Jewish Community Foundation.

The Foundation's last working day in 2018 is **Monday, December 31**. We will close at **5:00 pm** that day and reopen on Wednesday, January 2, 2019.

Deadlines to Make Grant Recommendations from Your Fund

Many charities account for donations in the year the check is actually received. In order to ensure adequate processing and mailing time for 2018 grants, recommendations should be made as early as possible. ***For grant recommendations made via Donor Services Online, please make your recommendations no later than Monday, December 24. For those grant recommendations submitted via a paper Grant Recommendation Form, please submit all requests no later than Thursday, December 20.***

Deadlines to Donate to Your Fund

1. **Check, Credit Card and ACH Donations:** Checks must be ***postmarked and online transactions made*** on or before December 31, 2018 to qualify as a 2018 donation. You can donate via Donor Services Online with an online check (ACH - no fee) or credit card (fee involved).
2. **Stock Donations:** Please initiate stock donations ***no later than Wednesday, December 19*** to ensure a smooth donation process. Contact Cynthia Jones, Investment Accountant, at 323.761.8728 or cjones@jewishfoundationla.org and indicate your broker, the shares you are transferring, and the date of your gift. To the extent possible, we recommend that stock donations be made via our Schwab account due to low fees. (For donations initiated on December 31, you must deliver instructions to your broker by the morning of December 31, and ***you must provide us with a date-stamped document from the brokerage firm as proof of delivery*** to qualify as a 2018 donation.)
3. **Complex Asset Gifts:** We welcome gifts of complex assets like shares of a business, real estate, life insurance and private securities. ***Please initiate any complex gifts promptly by contacting any member of The Foundation's Development Team:*** Steve Gamer, Natella Royzman, or Baruch Littman. See attached. Note that distributions from IRAs can be made to endowment funds, but not to donor advised funds.

Thank you for your generosity. We wish you a happy and meaningful conclusion to 2018!

WAYS TO DONATE
JEWISH COMMUNITY FOUNDATION OF LOS ANGELES

The Foundation welcomes donations of any size. Receipts will be issued for all contributions. Cards for tribute or memorial gifts will be sent upon request.

GIFTS & CHARITABLE VEHICLES	CONTACT INFORMATION
Check	<p>Make payable to: The Jewish Community Foundation of Los Angeles</p> <p>Mail to: Jewish Community Foundation of Los Angeles 6505 Wilshire Boulevard, Suite 1200 Los Angeles, CA 90048</p>
Publicly-Traded Stocks, Bonds and Mutual Funds	<p>Cynthia Jones, Investment Accountant 323.761.8728 cjones@jewishfoundationla.org</p>
<p>Online Donations (Credit Card & ACH)</p> <ul style="list-style-type: none"> • Credit Card -- Fee • Check/ACH -- No Fee 	<p>For Donor Advised Funds and Family Support Organizations via Donor Services Online https://secure.jewishfoundationla.org</p>
Wire Transfer	<p>Cynthia Jones, Investment Accountant 323.761.8728 cjones@jewishfoundationla.org</p>
<p>Complex Assets (Real Estate, Retirement Assets, Life Insurance, Private or Restricted Stock), Donor Advised Funds, Endowment Funds, Tribute Funds, Family Support Organizations and Other Philanthropic Vehicles</p> <p>(RMD of IRAs for Endowments only, not Donor Advised Funds.)</p>	<p>Steve Gamer, Vice President, Advancement 323.761.8714 sgamer@jewishfoundationla.org</p> <p>Baruch Littman, Vice President, Development 323.761.8709 blittman@jewishfoundationla.org</p> <p>Natella Royzman, Director, Charitable Gift Planning 323.761.8707 nroyzman@jewishfoundationla.org</p> <p>Ellen Rosen, General Counsel 323.761.8708 erosen@jewishfoundationla.org</p> <p>Dan Rothblatt, Executive Vice President 323.761.8701 drothblatt@jewishfoundationla.org</p>

The Foundation's EIN is 95-6111928. The Foundation has exclusive dominion and control over all contributions.

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