

## Renaissance Charitable Foundation 2022 Year-End Timeline



Any donor. Any gift. Any charity.

These timelines are guidelines. Your financial institution may or may not be able to complete the transaction more quickly. We will make every effort to help the donor receive a 2022 income tax charitable deduction and we know that some financial institutions will be able to complete certain transactions after some of these dates.

**Please note that since Renaissance Charitable Foundation (RCF) does not control the transfer of assets, the actual timing of most gifts depends primarily on the actions of the donor's agents.**

The donor or the donor's advisor must initiate and complete the transfer to Renaissance Charitable Foundation Inc. during 2022 for the gift to be counted for a 2022 income tax charitable deduction.

CONTRIBUTION	ACTION STEPS	PROCESSING TIME
Check or money order	Mail check or money order to the investment account during 2022. Contact the custodian of the investment account for instructions.  Retain proof that the check was mailed during 2022. Proof includes a 2022 receipt or postmark from the Post Office.	Same day.
Money Wire	Instruct your financial institution to wire funds so they are received in the DAF investment account on or before <b>December 31, 2022</b> .	Your financial institution may require 1-2 business days to process your instruction.
Securities donated by DTC	Instruct your financial institution to transfer shares so they are received in the investment account on or before <b>December 31, 2022</b> .	Your financial institution may require 3-5 business days to process your instruction.
Mutual Funds	Instruct your financial advisor to call RCF at 866-803-0389 or email RCF at <a href="mailto:rcf@reninc.com">rcf@reninc.com</a> for assistance and procedures.  Instruct your attorney or other advisors to act by <b>November 15, 2022</b> .	Varies by situation. Your attorney and other advisors may need 3-6 weeks to process your instruction.
Restricted stock		
Real Estate, Closely-held Business Interests, Partnerships, Art		

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CONTRIBUTION	ACTION STEPS	PROCESSING TIME
Stock Certificate	<p>Mail with an Additional Contribution Form to RCF. Instruct your financial advisor to take action by <b>November 30, 2022</b>.</p> <ul style="list-style-type: none"> <li>• Sign one Stock Power form for each stock certificate you are giving (<a href="#">found here</a>) The name on this form must be <b>precisely the same</b> as the name on the Stock Certificate. Have the form <b>Signature Guaranteed</b>.</li> <li>• Sign one Stock Waiver form for each stock certificate you are giving (<a href="#">found here</a>) The name on this form must be <b>precisely the same</b> as the name on the Stock Certificate. Have the form <b>Notarized</b>.</li> <li>• Mail the Stock Certificates in one mailing to RCF.</li> <li>• Mail the Stock Power and Stock Waiver forms in a separate mailing to RCF.</li> </ul> <p>Retain proof that all these items were mailed through the Post Office during 2022. Proof includes a 2022 receipt or postmark from the Post Office.</p>	10 business days

ACTIVITY	WHAT TO DO	PROCESSING TIME
Establish a new RCF DAF account	<p>Complete a DAF application with assistance from your financial advisor. Instruct your advisor(s) to submit the application by <b>December 16, 2022</b>. Paperwork submitted after this date will be processed on a best-efforts basis.</p> <p><b>The investment account must be funded by December 31, 2022.</b></p>	1 to 3 days, plus additional time to establish the investment account.
Recommend a grant from an RCF DAF account	<p>Any applicable income tax charitable deduction is associated with the contribution of a gift to RCF. The donor does not receive a tax deduction for a grant from the DAF account.</p> <p>Complete the online grant recommendation form at <a href="http://rcf.donorfirstx.com">rcf.donorfirstx.com</a>.</p> <p>The timing of grant payment is dependent on remittance of funds from the investment account after RCF verifies the grant recipient. <b>RCF must receive a grant recommendation in good order no later than December 16, 2022 to ensure completion of due diligence by year end.</b></p> <p>Any request received after this date will be processed on a best-efforts basis. Processing time may be extended if additional compliance review is required for the grant recommendation.</p> <p>Sign up for automated grant status updates at <a href="http://rcf.donorfirstx.com">rcf.donorfirstx.com</a>.</p>	Allow 5-7 business days for grant review and approval. Your financial institution may require an additional 5-7 business days to process.