

Submitting Proof of Funding

A quick walkthrough of how to submit the proof of funding so the DAF account can be approved for granting.

WHERE TO START

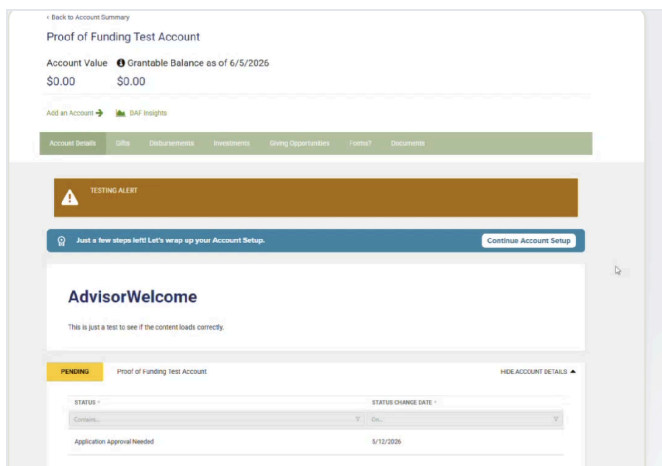
Two ways to begin

Only do this action after you submit the online application.

01

From your Engagement Hub

Select your client's account in the **Account Listing**. You'll then see a banner at the top. Click **Continue Account Setup**.

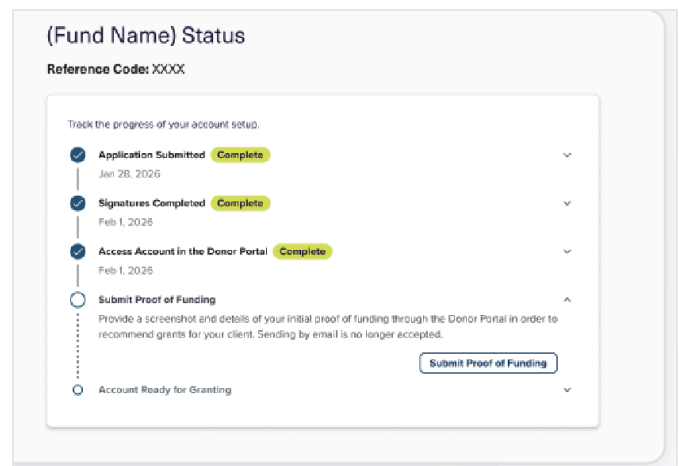


Option 01: the Account Details page.

02

From the Account Status page

Use the link in the application submitted email, then select **Submit Proof of Funding**.



Option 02: the Account Status page.

1

Enter the contribution details

Enter details for up to **7 assets**.

If more than 7 assets were contributed, it must then be captured in the screenshot.

Choose the **Asset Type**. The fields adjust to match what you select.

Cash

Stock

Bonds

Mutual funds

Other

EXAMPLE: HOW TO FILL IT OUT

Provide Additional Account Details

Proof of Funding

Enter the details for one asset. You'll be able to add more assets on the next screen, then upload one screenshot covering all of them.

Donor 1 Full Name

Select Donor 1

Donor 2 Full Name (if applicable)

Select Donor 2

Investment Account Number

45678912

Asset Type

Select Asset Type

Date of Initial Funding

Date must be formatted MM/DD/YYYY

MM/DD/YYYY

Add Asset

2

Upload Proof of Funding File

You will need to upload **one** of the following two files.

Screenshot of the account activity / transactions

OR

Account statement PDF

Summary and positions screenshots are not accepted.

Whichever you choose, it must clearly show all five of these:

Investment Account number	Asset Type	Number of shares / cash amount	Asset Name	Date of initial funding
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If you made multiple contributions to meet the minimum initial balance, your screenshot must capture all of them.

Provide Additional Account Details



Proof of Funding

Upload either a screenshot of the account activity/transactions OR an account statement PDF that shows the dates and details of each contribution. If you contributed multiple assets to meet the minimum initial balance, your screenshot must capture all of them. Summary and positions screenshots are not accepted.

Double-check that all details are visible. Missing information will delay your account opening.

Asset 1

Donor 1: Peter Parker

Cash Amount: \$5,000

Investment Account Number: 45678912

Date of Initial Funding: 05/16/2026

Asset Type: Cash



Drag and drop your file here, or click Browse Files
Accepted formats are .gif, .jpeg, .png, .webp, and .pdf.

Browse Files

Back

Submit & Continue

EXAMPLE: PROOF OF FUNDING IMAGE

Ensure **All Activity** is selected, and the image includes the **Investment Account Number** and **Account Name**. It should include the asset type and the date of initial funding.

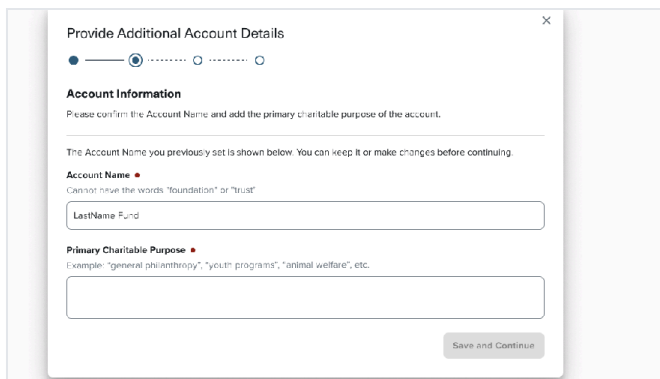
DATE	ACTIVITY	SYMBOL	SEC. DESCRIPTION	ACTIVITY DESCRIPTION	ACCT. TYPE	BUY/SELL	QUANT.	STANDET D.	REL AMT. (TRANS. CUST)	REF NUMBER
12/11/25		AMWEX	AMERICAN NEW WORLD FUND - CLASS F2	AMERICAN NEW P...	CASH	BUY				
		AMWEX	AMERICAN NEW RESPECTIVE FUND CLASS F2	AMERICAN NEW P...	CASH	SELL				
		CCDIX	COHEN & STEERS REAL ESTATE SECURITIES FUND CLASS	COHEN & STEERS...	CASH	BUY				
		QAIKX	QAIKMAN SELECT FUND ADVISOR CLASS	QAIKMAN SELECT...	CASH	BUY				
		AMWEX	AMERICAN NEW FUND OF AMERICA CLASS F2	AMERICAN BOND...	CASH	BUY				
		GOIKX	GOLDMAN SACHS INTERNATIONAL EQUITY FUND INSTITUTIONAL CLASS	GOLDMAN SACHS...	CASH	BUY				
		GOIKX	GOLDMAN SACHS INTERNATIONAL EQUITY FUND INSTITUTIONAL CLASS	GOLDMAN SACHS...	CASH	BUY				
		AMWEX	AMERICAN NEW WORLD FUND CLASS F2	AMERICAN NEW...	CASH	BUY				
		PCOIX	PARCO INCOME FUND CLASS D	PARCO INCOME F...	CASH	BUY				
		COIKX	COLUMBIA OVERSEAS VALUE FUND INSTITUTIONAL CLASS	COLUMBIA OVERS...	CASH	BUY				

DOUBLE-CHECK BEFORE YOU SUBMIT

If anything is missing or unclear in the submission, our support team may need to reach out for more information, which can delay the account being ready for granting. Please review the details and the uploaded file carefully before submitting.

3

Submit Proof of Funding

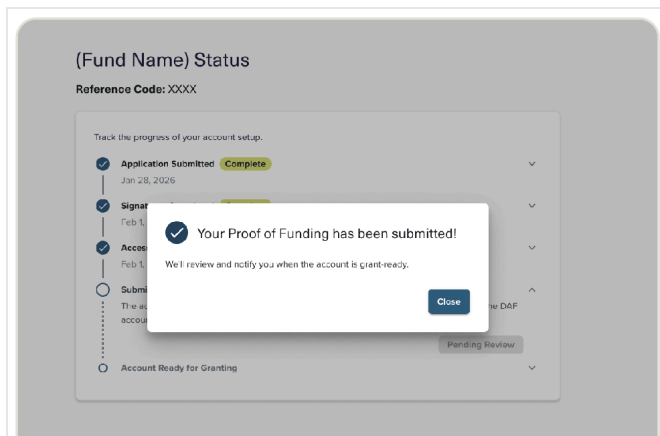


The screenshot shows a form titled "Provide Additional Account Details" with a progress indicator at the top. The form has two main sections: "Account Information" and "Primary Charitable Purpose". Under "Account Information", there is a text input field for "Account Name" with a note: "Please confirm the Account Name and add the primary charitable purpose of the account. The Account Name you previously set is shown below. You can keep it or make changes before continuing." Below this is a text input field labeled "Last Name Fund". Under "Primary Charitable Purpose", there is a text input field with a note: "Example: 'general philanthropy', 'youth programs', 'animal welfare', etc." At the bottom right of the form is a "Save and Continue" button.

IF YOU STARTED FROM THE ENGAGEMENT HUB

Save and Continue

You'll move to a screen that asks you to confirm the **Account Name** and enter the **Primary Charitable Purpose**. You can exit here. The proof of funding is still submitted. To confirm it went through, return to the Account Status page: the submit button now reads **"Pending Review."**



The screenshot shows the "(Fund Name) Status" page with a "Reference Code: XXXX". It features a progress tracker for the account setup process. The steps are: "Application Submitted" (Complete, Jan 28, 2028), "Signatures" (Feb 1), "Account Review" (Feb 1), "Submit Proof of Funding" (The account is now ready for review), and "Account Ready for Granting". A modal dialog box is open over the "Submit Proof of Funding" step, displaying a checkmark and the text: "Your Proof of Funding has been submitted! We'll review and notify you when the account is grant-ready." with a "Close" button. The "Submit Proof of Funding" button on the page is labeled "Pending Review".

IF YOU STARTED FROM THE ACCOUNT STATUS PAGE

Submit Proof of Funding

You'll hit **Submit Proof of Funding** and see a confirmation screen letting you know the submission was received. You can close out while we review it.

4

Ren will review the submission

Your submission will be reviewed. This could take **2 to 4 days**. If all looks good, the contribution will be posted and the account will be ready for granting. You'll receive an email once it hits this status.