

**2020 Timetable for  
Year-end Tax Deductible Contributions**

<b>Gift Type</b>	<b>Important Dates</b>	<b>Instructions</b>
<b>Online via Credit Card</b>	You can give to your fund online in gifts of up to \$10,000 each through <b>Dec. 31, 2020</b> . You will receive an automatic electronic IRS gift receipt via email.	<b>Donate online</b> at <a href="http://www.philafound.org">www.philafound.org</a> . Select "Give Now" from the home page and then choose the name of your fund from the menu.
<b>Check</b>	Must be postmarked on or before <b>Dec. 31, 2020</b> to receive an income tax deduction this calendar year. <u>Make check payable to Philadelphia Foundation and put the name of the fund on the check memo line.</u>	<b>Mail to:</b> Philadelphia Foundation P.O. Box 826728 Philadelphia, PA 19182-6728
<b>Wire Transfer (Cash)</b>	Received in PF's cash account by <b>Dec. 31, 2020</b> . It is recommended that you initiate a wire transfer through your bank prior to <b>December 31, 2020</b> .	Contact Carol Dash at 215-863-8113 or <a href="mailto:cdash@philafound.org">cdash@philafound.org</a> to obtain <b>Wire Transfer Instructions</b> .
<b>Stock Certificate</b>	<b>Certificate and Executed Stock Power Form</b> must be postmarked, sent by registered mail, or hand delivered on or before <b>Dec. 31, 2020</b> .	<ol style="list-style-type: none"> <li>1. Contact Carol Dash at 215-863-8113 or <a href="mailto:cdash@philafound.org">cdash@philafound.org</a> to obtain a <b>Stock Power Transfer Form</b>.</li> <li>2. Signature Medallion Guarantee is required (your bank or stockbroker can provide this).</li> <li>3. Mail or deliver to the Philadelphia Foundation. For security purposes, it is required that the stock certificate transfer form be mailed separately.</li> </ol>
<b>Publicly Traded Stock held by your broker</b>	Received by PF's brokerage account by <b>Dec. 31, 2020</b> . It is recommended that you initiate a stock transfer through your broker prior to <b>Dec. 9, 2020</b> . <i>Actual timing may be subject to your broker's actions.</i>	Contact Carol Dash at 215-863-8113 or <a href="mailto:cdash@philafound.org">cdash@philafound.org</a> to obtain <b>Stock Transfer Instructions and the form</b> . A delay in submitting the completed form could result in a loss in the value of your stock gift.
<b>Mutual Funds</b>	Received by PF's brokerage account by <b>Dec. 31, 2020</b> . It is recommended that you initiate a mutual fund transfer through your broker prior to <b>Dec. 1, 2020</b> . <i>Actual timing may be subject to your mutual fund company's actions.</i>	Contact Carol Dash at 215-863-8113 or <a href="mailto:cdash@philafound.org">cdash@philafound.org</a> to obtain <b>Mutual Fund Transfer Instructions</b> .  <i>* Not all mutual funds are transferable.</i>
<b>Funds held at a Commercial Charitable Gift Fund</b>	Grants must be received by or before <b>Dec. 31, 2020</b> . <i>Please note: You will not receive a tax deduction for this contribution.</i>	Contact your Commercial Charitable Gift Fund Administrator.
<b>Funds held by a Private Foundation</b>	Received by PF by <b>Dec. 31, 2020</b> . <i>Please note: You will not receive a tax deduction for this contribution.</i>	Instructions will vary based on mode of transfer. Please see applicable instructions above.

**"You may not be able to help the whole world, but you can make a difference in your own community."**

*-Elizabeth P. Carter*

Grant(s) recommended by **5 p.m. Nov. 20, 2020** will be processed before the business year-end (**Dec. 31, 2020**).

Grant(s) recommended **after 5 p.m. Nov. 20, 2020** will be processed in the new year (**January 2021**).

**Please note: Periodically, delays occur during the due diligence process. This may impact the date of the grant distribution.**

Grant recommendation forms are available by logging on to our website at: <http://www.philafound.org>

**You have two fast and easy options:**

- 1) Fax a completed grant recommendation form to **215-563-6882**.
- 2) Recommend a grant by logging onto our website at [www.philafound.org](http://www.philafound.org)

- Select the "Donor Central Login" button.
- Enter your Donor Central User ID and password.

**If you have forgotten your Donor Central Information or would like to sign up for a Donor Central Login, please contact Marsha Budd, Donor Services Officer, at 215-863-8134 or [mbudd@philafound.org](mailto:mbudd@philafound.org)**

*Please note that it will take approximately 24 hours to activate new login passwords.*