

## Community Foundation of Orange and Sullivan Fee Schedule

### ADMINISTRATIVE FEES

Fund Type	Up to \$1 million	The next \$2,000,000	The next \$2,000,000	The next \$5,000,000 +
Donor Advised Funds	1.00%	0.80%	0.50%	0.25%
Designated Funds	1.00%	0.80%	0.50%	0.25%
Field of Interest Funds	1.25%	1.10%	0.50%	0.25%
Scholarship Funds	1.50%	1.30%	1.00%	0.75%
Project Funds	4%	4%	4%	4%
	Up to \$500,000	\$501,000 - \$999,999	\$1,000,000- \$4,999,999	\$5,000,000 +
Agency Endowment Funds	1.00%	0.75%	0.50%	0.25%

All Funds:	Grant/Loan Check Disbursement Fee	\$50.00 per check	Minimum grant of \$250
	Fund Closure Fee	\$200.00	
	Minimum Annual Fee	\$150.00	
	Pass-Through Gifts	2.00% on inception of gift	

### Services Included in Administrative Fee:

- Receipt and written acknowledgement of all donations
- Quarterly fund statements
- Access to online fund portal for balances, donation history, grant recommendations and more. Access to online scholarship and grant application (if applicable)
- Availability of staff to meet with professional advisors to discuss vehicles and strategies to grow fund
- Marketing Support as needed (Press releases, social media, etc.)
- Creation and maintenance of page on CFOS website with online donation link
- Invitations to exclusive seminars and workshops for fund representatives
- Listing in digital Annual Report
- Annual Audit to assure financial accountability
- Successor Advisor follow-up (if appropriate)
- Access to CFOS staff for assistance with all areas of fund including financial matters, communications, grant and scholarship distributions, development and fundraising.
- Research and vetting of nonprofit organizations receiving grants

### FUNDRAISING EVENT FEE: \$200.00

- If the net proceeds from an event are given to the Foundation as one contribution to the fund, there will not be an extra administrative fee, except for costs to cover credit card, stock transfer, or online donation fees.
- If the Foundation is responsible for handling income and expenses for the fundraiser, including but not limited to taking in individual contributions, handling sponsorships, sending acknowledgement letters for contributions \$250 or greater, paying expenses, processing credit cards, etc., the fund will be assessed an additional fee of \$200.00.

### INVESTMENT MANAGEMENT FEE

Additional charges from investment managers are passed along at the cost of those services. Wilmington Trust investment fees are .375% (37.5 basis points). Visit [www.cfosny.org](http://www.cfosny.org) for the current investment management fee.

### EXTRAORDINARY SERVICES FEE: \$75 per hour

Fees associated with the preparation of fiduciary tax returns for Trusts are charged to charitable trusts based on the cost of executing such services. When unusual or extraordinary services are requested or required, reasonable additional charges will be assessed for the duties performed. The cost is charged as an additional expense to the fund.

*Fees are charged on a quarterly basis, based on the average daily balance, at one fourth of the annual rate.  
The fee schedule may be amended from time to time.*