



Fund Fee Schedule

Each named fund within Park City Community Foundation is assessed foundation administrative fees and investment management expenses. One of the benefits of opening a fund with us is that administrative fees paid to the Community Foundation go directly towards our mission-based operations, supporting grant-making and programmatic services addressing the most critical needs in our community.

Donor Advised Funds and Business Advised Funds

Donor advised funds allow individuals, families, or businesses to make grant recommendations to nonprofits and programs.

Minimum contribution to start fund:	\$25,000
Minimum grant distribution:	\$100
Foundation Administration Fees	<p><i>2% fee on incoming gifts</i> for funds that are short term in nature and will be spent down</p> <p style="text-align: center;">OR</p> <p><i>Tiered annual fee on average daily balance charged monthly</i> for funds that are long term in nature.</p> <p>Tiered Fee First \$100,000: 2.25% Next \$100,000 to \$499,999: 1.35% Next \$500,000 to \$999,999: 0.5% Next \$1,000,000 to \$2,499,999: 0.4% Over \$2,500,000: Negotiable (\$250 per year minimum)</p>
Investment Management Fees	Charged on funds invested in the long term pool

Memorial Funds

Memorial funds can be set up in memory of an individual. The fund can only make grants to 501c3 nonprofits. No other direct expenses (fundraising, programmatic, or otherwise) are allowed.

Minimum contribution to start fund:	\$100,000
Minimum grant distribution:	\$100
Time Sensitive:	Must be spent down and closed within two years of fund opening.
Foundation Administration Fees	<i>7% fee on incoming gifts</i> (\$250 per year minimum)



Support Fees and Expenses

The support fee is tax-deductible and covers the Community Foundation's costs of administering the fund (see services listed below). In addition to philanthropic advisory services and stewarding funds, the Community Foundation supports the greater Park City community by leading initiatives and providing grants, education, and other support to local nonprofit organizations. The support fee is an annual rate or per incoming gift amount. Community Foundation staff will determine which fee based on the type of fund and services provided. Support fees are calculated according to the fee schedule, or a minimum of \$250 per year, whichever is higher. Fees will be calculated and charged monthly. If fees assessed throughout the year have not met the minimum amount at year end, then the fee up to the remainder of the minimum fee will be charged.

Investment Expenses

The Community Foundation's professional investment managers of the Long Term Pool charge separate fees covering custody, investment management, and trading activity. Investment fees are assessed based on the market value of assets under management of the Long Term Pool. Donor advisors select the pool when establishing a fund. Funds invested in the Short Term or Mid Term Pool are not charged investment fees.

Services

Core services include:

- Online fund management portal – electronic grant processing and donations, access to fund balances and distribution history
- Automatic deposit set up
- Charitable giving advice and consultation with the Community Foundation staff
- Gift administration and acknowledgment for up to 25 gifts per year
- Grant processing for up to 25 grants per year of \$100 or more
- Quarterly fund statements and accounting
- Investment services
- Auditing and IRS reporting services

Additional services include:

Funds may be charged for additional services and direct expenses incurred by the fund. They will be assessed on a case-by-case basis, some examples of additional services include:

- Appraisal fees
- Legal services
- Fundraising events
- Consulting
- Grant program management



- Gift acknowledgement of more than 25 gifts per year
- Grant processing of more than 25 grants per year
- Website/digital support
- Staff support of Advisory Committee(s)
- International grant making

Additional Fund Options

Please contact Community Foundation staff to discuss the following:

Field of Interest Funds – Donors select a specific area of interest, such as the arts, environment, childcare, or healthcare, and establish a fund for its benefit. Minimum contribution to start a fund is \$25,000. Fees: 3% on incoming gifts for short term funds or tiered fees for long term funds, \$250 per year minimum.

Designated Funds – Donors select a specific nonprofit and establish a fund for its benefit. Minimum contribution to start a fund is \$25,000 with the same fees as Donor Advised Funds.

Fiscal Sponsorship – Fiscal sponsorships are for projects that are short term in nature or plan to be established as a 501(c)(3) nonprofit. The Community Foundation provides financial and administrative support to the project or initiative that lacks its own 501(c)(3). The Community Foundation generally looks to support Fiscal Sponsorships that are in line with our mission. Fees are determined on a case-by-case basis due to customization requirements.

Family Foundations - A nonprofit charitable corporation that qualifies as a “private charity.” Fees are determined on a case-by-case basis due to customization requirements.

Agency/Organization Endowment Funds – A long-term fund held and managed by the Community Foundation on behalf of a local nonprofit organization. Minimum contribution to start a fund is \$25,000 and fees are determined on a case-by-case basis.