



## THE GREATER MANHATTAN COMMUNITY FOUNDATION

### **FUND ADMINISTRATION FEE SCHEDULE**

*The Greater Manhattan Community Foundation's Board of Directors has established the following administrative fee schedule in order to support the Foundation's general administration and programs. As a nonprofit organization, the Foundation seeks a balance between minimizing fee income and upholding responsible fiscal practices. Further information regarding use of Administrative Fees is available in the financial statements, printed each year in the Foundation's Annual Report.*

**Annual Administrative Fee for Funds of the Foundation:** Funds held at the Greater Manhattan Community Foundation shall be assessed an annual fee of one (1) percent or \$40.00, whichever is greater, for each fund administered by the Foundation. The fee will be assessed monthly (.0833 percent each month) based on the market value of the fund as of the last day of the month.

**Applicable Funds:** The annual administrative fee will apply to all funds of the Foundation, including the following Endowed and Expendable Funds:

- Field of Interest Funds
- Donor Advised Funds
- Agency/Designated Funds
- Unrestricted Funds

**Donor Investment Advisor Administrative Fee:** Funds established by a donor who designates a Donor Investment Advisor (DIA) to manage the fund assets will be subject to an additional 0.20% fee, up to a maximum of \$400 on the balance of the Fund. This fee is in addition to the 1% Annual Administration fee described above.

**Expendable or Pass-thru Fund Administrative Fee:** The Greater Manhattan Community Foundation will from time-to-time accept "pass-thru" funds in order to help donors achieve their philanthropic goals. These funds which promote or support the general charitable good of the community are established as a service of the Foundation. An additional administrative fee of 1% or \$10, whichever is greater, will be charged per distribution request (when distribution, or grant, checks are written from the fund) for expendable or pass-thru contributions. This fee is in addition to the 1% Annual Administration Fee described above.

The Greater Manhattan Community Foundation reserves the right to amend this fee schedule from time-to-time. Further, the Foundation reserves the right to negotiate fees with donors in extraordinary circumstances.

*The Manhattan Community Foundation is a non-profit 501(c)(3) organization, EIN #48-1215574, incorporated in the State of Kansas.*

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