



COMMUNITY FOUNDATION of Southeastern Massachusetts

Fee Policy and Schedules

Effective November 1, 2017

Each fund held by the Foundation is subject to the following fees:

Administrative Fee: the administration fee is set by the Board Director and supports The Foundation's work in managing the fund. The fee includes: financial management, grant making series, annual tax reporting and filing, and other costs associated with fund administration. Fees are charged periodically.

Donor Advised, Committee Advised, Agency and Designated Permanent Funds

1% of the Market Value of the Fund
Minimum Annual Fee of \$250
Minimum Balance of \$10,000
Minimum Grant of \$100

Scholarship Funds

1.5% of the market value of the fund
Minimum Annual Fee of \$250
Minimum Balance* of \$25,000
Minimum Scholarship of \$1,000

Discretionary and Field of Interest Funds

1.5% of the market value of the fund
Minimum Annual Fee of \$250
Minimum Balance of \$10,000

Agency Endowment Funds

.50% of Market Value of Fund
Minimum Balance of \$10,000

Pass-Through Funds (Held in Money Market)

3% of Initial Gift and Subsequent Donations
Minimum Annual Fee of \$500
Minimum Grant of \$1,000

Fiscal Sponsorships

10% of Revenue
Minimum Annual Fee of \$5,000

***Scholarship Funds Minimum Balance:** Donors may take up to 24 months to reach the minimum balance during which time no scholarships will be made.

Funds That Fundraise: There will be no fees for fundraising events/activities for which the net proceeds are given to the Foundation as one contribution to the Fund. When the Foundation is

responsible for handling income and expenses, managing and acknowledging individual sponsorships and donations, etc. the funds will be charged, in addition to the standard administrative fee, any fees on credit cards or similar charges, as well as a one-time charge based on the gross income from such an event, as listed:

- \$0 to \$50,000 will be charged \$500
- \$50,001 to \$100,000 = \$1,000
- \$100,001 to \$150,000 = \$1,250
- \$150,001 to \$200,000 = \$1,500
- On up in \$250 increments

Note: The Foundation reserve the right to charge a fund for extraordinary legal or administrative expenses associated with the creation or maintenance of the fund. Furthermore, the President of the Foundation reserves the right to negotiate fees with donors in extraordinary circumstances.

Investment Management Expense: Each fund is subject to a fee for custody of assets and investment management. These fees are based on the market value of the funds under management and assessed periodically based on each charitable fund daily market value during the month. Fund investment performance is reported net of fees.