



## DONOR-ADVISED FUND GRANT RECOMMENDATION FORM

For Internal Use Only	
Ck Date	Inv. #
Acct. Code	
Description	
Acct. Code	
Description	
Acct. Code	
Description	
Total \$	1099

(Fund name)

(Account name)

<b>Pay to:</b> <i>Name and address of the grantee Grantee must be a 501(c)(3) public charity or governmental entity</i>	<b>Purpose of grant:</b> <i>If grant is not for general purposes of the grantee organization, specify purpose here</i>	<b>Amount of payment</b> <i>Please list each grant separately Minimum grant amount is \$250 per grantee</i>

By signing this form, I confirm that the grant(s) being recommended (1) will not result in any benefit (other than an incidental benefit) to a donor, advisor appointed by the donor or any related party; (2) is not to fulfill a personal pledge of a donor, advisor appointed by the donor or any related party; or (3) is not to an organization controlled by a donor, advisor appointed by the donor or any related party.

Phone: \_\_\_\_\_

Signature(s) of person(s) authorized by the Fund Advisory Committee to request disbursements

Submission Date: \_\_\_\_\_

- The disbursement must be for charitable purposes and to an allowable payee. If you have questions, please contact our Accounting Staff at [info@nebcommfound.org](mailto:info@nebcommfound.org) or 402.323.7330 before submitting.
- Disbursement requests over \$1,500 require two signatures.
- Grant recommendations from a DAF are advisory only; NCF must make the final determination with respect to each grant.
- Each grant from a DAF is accompanied by a letter to the recipient informing them that your DAF is the source of the grant; you will receive a copy of the letter.
- Grant Recommendations received by Monday that include all necessary information and that are approved by NCF will generally be paid by Friday of the same week.
- We recommend that you keep a photocopy of your completed Grant Recommendation Form for future reference.

This form may be photocopied. It is also available on the NCF website at [www.nebcommfound.org](http://www.nebcommfound.org)

### For internal use only:

Indicate review of IRS Business Master File (BMF)  
to verify 501(c)(3) status of grantee(s)

BMF Date: \_\_\_\_\_ Fdn. Code \_\_\_\_\_ Date Reviewed: \_\_\_\_\_  
Signature: \_\_\_\_\_

Approved by NCF: Yes / No      Signature of Officer: \_\_\_\_\_ Date: \_\_\_\_\_