

TYPES OF ORGANIZATIONAL FUNDING

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<p>Unrestricted funding – Contributions that the organization’s management can direct to any of its programs and operations as needed.</p>	
<p>Unrestricted, general operating support</p> <p>General operating support is the preferred mode for funding nonprofits.</p> <p>Examples: making a contribution to a local animal shelter or to a national education nonprofit without placing any restrictions on the gift.</p>	<ul style="list-style-type: none"> • Gives organizations the most autonomy to allocate funds to areas they deem necessary to achieve their charitable objectives.
<p>Restricted funding – Contributions given for a specific purpose, generally for the planning and implementation of particular programs or activities</p>	
<p>Program support</p> <p>Funds are directed towards specific programs or initiatives.</p> <p>Examples: giving to a school’s music program, giving to a medical school’s breast cancer research lab.</p>	<ul style="list-style-type: none"> • You are not particularly interested in the organization’s overall mission but only to a particular initiative, or are particularly enthusiastic about filling a particular need, student financial aid. <p>Make sure that the organization agrees that this is an important need.</p>

A. REFLECT ON YOUR — CONTRIBUTIONS OF TIME AND TALENT

INSTRUCTIONS

Review the questions to reflect on the time and effort you have contributed to organizations over your past giving cycle. Jot down your thoughts.

REFLECT ON YOUR GENERAL VOLUNTEER WORK BY ANSWERING THESE QUESTIONS:

- Are you volunteering enough hours a month/a year? Do you want to volunteer more?
- Do you feel you have been able to fulfill your volunteering commitments in a meaningful way?
If you feel the answer is no, consider how you can scale back your commitment without derailing the organization's work.
- Do you want to continue volunteering for the same organizations? Do you want to add volunteer work with new organizations, or identify different organizations to work with instead?
- If you want to volunteer more, can you get more involved with organizations you already support? Do you need to find more organizations?

REFLECT ON YOUR BOARD SERVICE BY ANSWERING THESE QUESTIONS:

- How do you feel about your current board service? Are you providing value?
Could you contribute your time and talent in a more meaningful way?
- If you want to join a new board, how can you find a board that matches your interests and expertise?
- Do you need to leave any boards?
If you feel that the answer is yes, make sure to provide the organization with adequate notice. notice and work with them to support the transition.



A. REFLECT ON YOUR CONTRIBUTIONS
— OF TIME AND TALENT

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MAKING AND TRACKING GIFTS SUMMARY

Now that you have completed this module, turn to the Making and Tracking Gifts Summary on the next page. Complete the table with the amount or time you intend to contribute to each organization you have selected. Tear out the completed table to include in your Philanthropy Planner at the end of the toolkit.



MAKING AND TRACKING GIFTS SUMMARY

INSTRUCTIONS

Identify the period of time (e.g., a year or two) your giving plan will cover, and a date when you will revisit your funding decisions. Fill in the boxes for each of the organizations you have decided to fund to create a complete record of your giving. On the next page, write in any organizations you wish to volunteer with during this period.

Gifts Overview

ORGANIZATION NAME	ORGANIZATION STATUS Is it a 501(c)(3) or 501(c)(4)?	TYPE OF ORGANIZATION FUNDING Unrestricted /Restricted	AMOUNT OR VALUE TO DONATE	ONE-TIME OR RECURRING GIFT? Note frequency (e.g., monthly, annual) if applicable.



The following table reflects the gifts from _____ to _____

I plan to revisit my funding decisions on: _____

Total Amount Allocated:

<p>GIVING VEHICLE Note which of your selected vehicles you will use for this gift.</p>	<p>GIFT DOCUMENTATION Will your gift need any supporting documents? None / Receipt / Grant agreement / Donor acknowledgment letter</p>	<p>NEXT STEPS Write down any actions you need to take to make this gift and any deadlines that apply.</p>



Volunteering Overview

ORGANIZATION NAME	INTENDED AMOUNT OF TIME TO VOLUNTEER Note how much time you can contribute.	ONE-TIME OR RECURRING? Note any frequency (e.g., monthly, annual) if applicable.



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<p>ORGANIZATION CONTACT Who will be your primary contact to arrange your volunteer hours?</p>	<p>NEXT STEPS Write down any actions you will need to take to make this commitment possible and any deadlines that apply.</p>

