



## FUND DISTRIBUTION REQUEST

To request that Illinois Prairie Community Fund distribute/grant money from your IPCF fund, please complete this form and return to IPCF.

Date \_\_\_\_\_

I/We request a distribution of \$\_\_\_\_\_ from \_\_\_\_\_ Fund.

Check if this is a reimbursement and attach receipts.

Person/Organization/Company

Street/Mailing Address

City

State

Zip Code

Please make this distribution    As soon as possible    OR    On specific date \_\_\_\_\_

Purpose of Distribution: \_\_\_\_\_

Authorized Fund Advisor(s):

Primary Name and Title

Secondary Name and Title

Primary Signature

Secondary Signature

The Community Foundation is required to verify the charitable status of all grant recipients. Checks will not be issued until we verify the charity's 501(c)3 IRS designation or other appropriate documentation. Checks are processed weekly on Tuesday mornings.

Reminder: IRS regulations prohibit distributions from Donor Advised Funds for the following: 1) grants from which fund advisor, fund advisor's immediate family or related party derive a personal benefit, 2) pledges, (3) grants to individuals, 4) expense reimbursements, 5) membership dues or 6) tickets for dinners/events.

Send this distribution request form to Illinois Prairie Community Foundation, 915 E. Washington St., Ste. 2, Bloomington, IL 61701 or email to [cboyd@ilprairiecf.org](mailto:cboyd@ilprairiecf.org).