

## WHAT IS A QUALIFIED CHARITABLE DISTRIBUTION?

A qualified charitable distribution (QCD), also known as a charitable IRA rollover, is a tax-efficient method for giving charitable gifts both large and small. You transfer a gift directly from your individual retirement account (IRA) to a qualified charitable organization. It counts toward your required minimum distribution (RMD) for the year and you avoid income taxes on the amount transferred.



## **INSTRUCTIONS FOR COMPLETING A QUALIFIED CHARITABLE DISTRIBUTION**

- Contact your plan administrator and tell them that you would like to make a QCD directly from your IRA to the CSUSB Philanthropic Foundation in the amount you wish to contribute. Your administrator may have forms or paperwork for you to fill out to complete the transfer.
- Provide the tax ID number for the CSUSB Philanthropic Foundation (45-2255077) to your plan administrator and direct them to send a check to the foundation or transfer the funds electronically. For checks, use the address listed on the bottom of this form. For electronic funds transfers, please call the Office of Planned Giving at (855) 204-0049 to obtain our bank account information.
- 3. Fill out the Declaration of Future Support form, located at planmylegacy.csusb.edu/brochures, and mail it to the address on this form or scan and email it to planmylegacy@csusb.edu so that we know where you would like your gift to be designated.
- 4. After the foundation receives your gift, we will issue you an acknowledgement letter you can use to substantiate your QCD.

## IRS RULES FOR QUALIFIED CHARITABLE DISTRIBUTIONS

- » You must be 70  $\frac{1}{2}$  or older to make a QCD.
- » The distribution must be made directly from your IRA to the foundation for it to be a QCD. Any part of the distribution that is payable to you will be considered taxable income.
- » QCDs are limited to \$100,000 per year. You can make multiple transfers from multiple IRA accounts to different charities, but the sum of all gifts in the calendar year must not exceed \$100,000.
- » If you file your taxes jointly, your spouse may also make QCDs up to \$100,000 in the same calendar year as you.
- » QCDs can be made from traditional, rollover, inherited, SEP (inactive plans only), SIMPLE (inactive plans only), and in some