

Qualified Charitable Contributions

Also referred to as a Charitable IRA Rollover, Qualified Charitable Contributions allow individuals over the age of 70½ to directly transfer up to \$100,000 per year from an IRA account to one or more charities. This transfer counts toward the minimum required distribution rule for IRA accounts, and such distributions are free of both income and estate taxes. It is an attractive option for taxpayers who are 70½ or older and either don't want or don't need the extra taxable income from their IRA's required minimum distribution.

Wherever you are in your tax planning process, just know that you're not alone. The rules around [required minimum distributions](#), Charitable IRA rollovers, [qualified charitable distributions \(QCDs\)](#), and planned gifts sound complicated to a lot of people, but read on to learn more, and then consult with your financial or tax advisors for advice on your specific tax situation.

How to Make a Qualified Charitable Contribution from Your IRA

Contact Michelle Roos at **646-361-6928** or info@environmentalprotectionnetwork.org with your name, the exact amount of your gift, and the name of your IRA custodian so we can provide you with substantiation for your tax return.

Please note that we are not in a position to give formal tax advice, and we strongly advise you to have all such gifts reviewed by your own qualified financial or tax advisors.

Option 1: Contact your IRA custodian (see sample letter below) and request a direct transfer to:
Environmental Protection Network
P.O. Box 42022
Washington, DC 20015

Our tax ID number is 82-1378870.

Do not withdraw the funds and make a contribution yourself, or you will have to report the withdrawal as taxable income.

If you are requesting the transfer at the end of the tax year, allow enough time for the transfer to complete by December 31.

Option 2: Send a gift directly to the Environmental Protection Network using your IRA checkbook.

Allow extra time for the gift to clear in order to take a tax deduction in the current calendar year.

Sample Letter Request from You (IRA Plan Owner) to IRA Administrator for Charitable Distribution

[Date]
[IRA Administrator Name]
[IRA Administrator Address]

Re: Request for Charitable Distribution from Individual Retirement Account

Dear Sir or Madam:

Please accept this letter as my request to make a direct charitable distribution from my Individual Retirement Account # _____, as provided by the Protecting Americans from Tax Hikes Act of 2015.

Please issue a check in the amount of \$_____ [not to exceed \$100,000] payable to the Environmental Protection Network and mail to P.O. Box 42022, Washington, DC 20015.

In your transmittal to the Environmental Protection Network, please include my name and address as the donor of record in connection with this distribution.

Please copy me on your transmittal.

It is my intention to have this transfer qualify for the 20__ tax year. Therefore, it is imperative that this distribution be postmarked no later than December 31, 20__.

If you have any questions or need to contact me, I can be reached at _____ [provide your telephone number and/or email address].

Thank you for your assistance in this matter.

Sincerely,
[Your Name]
[Your Address]