

Hunter College Planned Giving Guide

Join the Thomas Hunter Society and Leave a Lasting Legacy



Your Planned Giving Guide

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Thank you for considering a planned gift to Hunter College. Leaving a planned gift is a meaningful way to support students, faculty, and programs for generations to come. Through your gift, you can make a lasting impact while joining the Thomas Hunter Society, our recognition society for alumni, friends, and faculty who support the College through planned giving.

This guide provides practical information, resources, and terminology to help you make informed decisions and ensure your wishes are properly honored.

1: Using Our Legal Charity Name and Tax ID

When making a charitable gift, it is important to use the correct legal name, address, and federal tax ID.

- **Legal Name:** Hunter College Foundation, Inc.
- **Federal Tax ID (EIN):** 13-3598671
- **Address:** 695 Park Avenue, New York, NY 10065

Using these details ensures your gift is applied correctly and is tax-deductible.

2: Gifts from Wills and Trusts — Suggested Bequest Language

Leaving a gift through a will or living trust is a meaningful way to support Hunter College for generations. Gifts can be expressed in a will or trust as:

- A percentage of your estate
- A specific dollar amount
- The residue of your estate

Unrestricted Bequests

These gifts allow Hunter College Foundation to allocate funds to the College's most pressing needs. To make an **unrestricted gift**, use the following language for your will and/or trust:

Percentage Bequest:

“I give, devise, and bequeath to The Hunter College Foundation (Tax ID: 13-3598671), located at 695 Park Avenue, New York, NY 10065, _____% of my gross estate for the benefit of Hunter College.”

Specific Dollar Amount Bequest:

“I give, devise, and bequeath to The Hunter College Foundation (Tax ID: 13-3598671), located at 695 Park Avenue, New York, NY 10065, the sum of \$_____ for the benefit of Hunter College.”

Residuary Bequest:

“I give, devise, and bequeath to The Hunter College Foundation (Tax ID: 13-3598671), located at 695 Park Avenue, New York, NY 10065, all the rest, residue, and remainder of my estate for the benefit of Hunter College.”

Restricted Bequests

If you wish to make a **restricted gift**—i.e., direct your gift to a specific department, program, or purpose, establish an endowed fund or named scholarship—please contact the Office of Institutional Advancement before finalizing your estate plans at **(212) 772-4085** or **plannedgiving@hunter.cuny.edu**. Our staff will work with you to ensure that your wishes can be honored and that your gift language meets current requirements for designated or endowed funds.

3. Beneficiary Gifts

You can make gifts through non-probate assets such as:

- 401(k) or IRA accounts
- Life insurance policies
- And brokerage accounts

Contact your plan provider directly to update beneficiaries using Hunter's legal name, address, and Tax ID. After completing the form, notify us so we may thank you and recognize your membership in the Thomas Hunter Society.

4: Documenting Your Intentions — Gift Agreements and Letters of Intent

Once you've decided how you'd like to make your gift, it's important to document your intentions clearly. Doing so ensures your legacy is honored exactly as you envision.

Letter of Intent

A Letter of Intent is a simple, non-binding, and non-contractual document that outlines the purpose of your legacy gift. It's strongly encouraged as part of your planning process.

This letter helps the Hunter College Foundation record your wishes accurately and ensures that your future gift is used according to your intentions, even if details evolve over time.

Gift Agreement

For more complex or larger planned gifts, the Foundation may prepare a Gift Agreement. This formal document records the specific terms of your commitment and may include:

- Payment or funding schedule
- Program or student scholarship criteria
- Reporting or stewardship expectations

Our staff will work closely with you (and your advisors, if desired) to make sure your documentation reflects your goals and the College's current requirements for designated or endowed funds.

5. Charitable Gift Annuity (CGA)

A Charitable Gift Annuity (CGA) provides a fixed, lifetime income to the donor (or another designated beneficiary) in exchange for a charitable gift. Our CGAs are administered by CUNY with the Hunter College Foundation as the charitable beneficiary. We help facilitate the process to ensure proper guidance and acknowledgment. Contact us at **(212) 772-4085** or **plannedgiving@hunter.cuny.edu** for current annuity rates or a personalized gift illustration.

6. Scholarships, Endowments, and Naming Opportunities

Many supporters choose to create scholarships or direct their legacy gifts to an area of Hunter College most meaningful to them. Planned gifts can provide lasting impact and recognition.

Gift Thresholds for Scholarships and Endowments:

- **Named Scholarship:** \$25,000 or more (supporting multiple students)
- **Endowed Scholarship:** \$100,000 or more (e.g., \$100,000 typically produces approximately \$5,000 per year for students).

Other Naming Opportunities:

- Student scholarships
- Academic programs and initiatives
- Faculty positions
- Facilities and campus spaces

Naming opportunities are available at various giving levels, and the Foundation can provide guidance on structuring gifts to meet your goals and ensure lasting impact. Contact plannedgiving@hunter.cuny.edu or 212-772-4085 for more information.

7. Making Gifts by Wire, ACH, and Stock Transfers

If you prefer to make your gift through a bank transfer or by donating securities, the Hunter College Foundation can help facilitate the process quickly and securely. These giving methods are especially useful for larger gifts or when contributing assets other than cash.

ACH Delivery:

- Routing: 021000021
- Account: 97410001584
- Account Name: Hunter College Foundation Inc.

Wire Transfer:

- Bank: JPMorgan Chase Bank, NY, NY 10017
- Routing: 021000021
- SWIFT: CHASUS33
- Account: 97410001584
- Account Name: Hunter College Foundation Inc.
- Reference: Include donor name and purpose of gift

Direct Stock Gifts:

DTC Eligible Securities

- JPMorgan Chase Bank, N.A.
- DTC Participant Number: 902

- FFC to Account Number: P72500
- For Account Number: PBD#W55732007
- For Account of: The Hunter College Foundation Inc.

Federal Reserve Securities

- JPMCHASE/CUST
- ABA #: 021000021
- FFC to Account Number: P72500
- For Account Number: PBD#W55732007
- For Account of: The Hunter College Foundation Inc.

Physical Securities

- JPMorgan Chase Bank, N.A., 4 New York Plaza, 11th Floor, New York, NY 10004
- Attn: Physical Processing Internal Account, P72500
- For Account Number: W55732007
- For Account of: The Hunter College Foundation Inc.

Important Note. Please email plannedgiving@hunter.cuny.edu with:

- Amount or number of shares
 - Purpose or designation
 - Expected delivery date
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Frequently Asked Questions

Who can I speak to directly if I have questions about planning my gift to Hunter?

Charlene Culler, M.S. '20, B.S. '03



Master of Science in Urban Policy and Leadership, Hunter College
Bachelor of Science in Accounting, Brooklyn College

Director of Planned Giving

Hunter College Office of Institutional Advancement

695 Park Avenue, East Building

New York, NY 10065

Email plannedgiving@hunter.cuny.edu or call (212) 772-4085

What are the tax advantages of planned gifts?

Donations are tax-deductible according to IRS guidelines. Donors and advisors are encouraged to explore tax benefits when making planned gifts.

Can I make a gift to Hunter via a donor-advised fund or private foundation?

Yes. Planned gifts through these vehicles allow tax-efficient giving and maximize impact. Contact us or visit our [DAF partner page](#).

Can I make a charitable gift through my IRA?

Yes. Gifts from an IRA can be made as a **Qualified Charitable Distribution (QCD)** to satisfy Required Minimum Distributions (RMDs) and reduce taxable income. **Visit our [IRA partner page](#).**

Can I designate my gift for a specific purpose, scholarship, or endowed fund?

Yes. Please contact us at plannedgiving@hunter.cuny.edu or **212-772-4085**.

How will my gift to Hunter be recognized?

Legacy donors are honored as **Thomas Hunter Society members** receiving recognition, invitations to special events, and other benefits. Donors may choose to remain anonymous.

Glossary of Planned Giving Terms

Bequest

A gift made to a charitable organization through a will or living trust.

Beneficiary Designation

A way to name a charitable organization as a recipient of assets from accounts such as 401(k)s, IRAs, life insurance, or brokerage accounts.

Charitable Gift Annuity (CGA)

A planned giving vehicle that provides a fixed, lifetime income to the donor or another beneficiary. Our CGAs are administered by CUNY with Hunter College Foundation (HCF) as the beneficiary, and Hunter facilitates the process.

Donor-Advised Fund (DAF)

A charitable giving vehicle that allows donors to recommend grants to qualified nonprofits while receiving immediate tax benefits.

EIN (Employer Identification Number)

A unique nine-digit number assigned by the IRS to identify a nonprofit organization for tax purposes. Hunter College Foundation's EIN is 13-3598671.

Endowed Fund

A fund in which the principal is invested and preserved, while the income is used to

support scholarships, programs, or other purposes **in perpetuity**. Endowed funds typically have minimum thresholds, such as \$100,000 for scholarships.

Gift Agreement

A formal document used for planned or major gifts that may include payment schedule, program or scholarship criteria, reporting requirements, and stewardship provisions.

Hunter College vs. Hunter College Foundation

- Hunter College is the academic institution, part of the City University of New York (CUNY), where students learn and faculty teach and conduct research. Gifts to Hunter College directly support the College's mission, programs, and students.
- Hunter College Foundation, Inc. (HCF) is the 501(c)(3) nonprofit organization that receives, manages, and administers charitable gifts for the benefit of Hunter College. Donors make gifts to HCF because it is the legal entity that can accept tax-deductible contributions. HCF works closely with the College to ensure gifts are used according to donors' intentions.

Irrevocable Trust vs. Revocable Living Trust

- A revocable living trust is a legal document that holds assets during a person's lifetime and specifies how they are distributed after death. It can be changed, amended, or revoked by the grantor during their lifetime. Assets in a revocable trust avoid probate but can be adjusted as circumstances or intentions change.
- An irrevocable trust generally cannot be changed or revoked after it is created. Irrevocable trusts may offer additional tax benefits and creditor protection, but the grantor gives up control over the assets.

Letter of Intent

A simple, non-binding, non-contractual document outlining the purpose of a legacy

gift. It is strongly encouraged to ensure your wishes are properly recorded and fulfilled, helping HCF honor your intentions with care and accuracy.

Legacy Gift

A gift that is planned now but realized in the future, typically through a will, trust, or beneficiary designation.

Naming Opportunity

The ability to associate your gift with a named scholarship, academic program or initiative, faculty positions, or facilities or campus spaces at Hunter College.

Minimum thresholds may apply (e.g., \$25,000 for a named scholarship, \$100,000 for an endowed scholarship).

Non-Probate Assets

Assets that pass directly to a designated beneficiary without going through the probate process. Examples include retirement accounts such as IRAs and 401(k)s, life insurance policies, and brokerage accounts with beneficiary designations. Non-probate assets can be used to make planned gifts to Hunter College Foundation while avoiding delays and potential estate taxes associated with probate.

Percentage Bequest

A planned gift specifying a certain percentage of your estate to be donated to a charitable organization.

Planned Giving

A way to make a charitable gift now or in the future through a will, trust, retirement account, insurance policy, or other vehicles.

Qualified Charitable Distribution (QCD) / Charitable Rollover

A tax-favored gift made directly from an IRA to a qualified charity, which can count toward RMDs without increasing taxable income.

Residuary Bequest

A gift of all or a portion of the remaining assets in an estate after other specific gifts and expenses are distributed.

Required Minimum Distribution (RMD)

The minimum amount that must be withdrawn annually from certain retirement accounts, such as IRAs, starting at a specified age. Gifts from an IRA may satisfy RMD requirements.

Restricted Gift / Designated Gift

A gift intended for a specific purpose, department, program, or scholarship, as determined by the donor. Examples include:

- Named scholarships or fellowships
- Academic programs or initiatives
- Faculty positions
- Facilities or campus spaces

Thomas Hunter Society (THS)

The recognition society for alumni, friends, and faculty who have made planned gifts to Hunter College. Membership honors donors and offers recognition, special events, and other benefits.

Trust

A legal arrangement in which a person (the grantor) transfers assets to a trustee to manage and distribute for the benefit of beneficiaries. Trusts can provide greater control over timing, management, and use of assets compared with a will.

Unrestricted Gift

A gift that allows the Hunter College Foundation to determine how to use the funds based on the College's most pressing needs.

Will

A legal document that specifies how your assets should be distributed after your death. A will may include bequests to Hunter College Foundation or other charities, as well as instructions for family, property, and other beneficiaries.

**We are honored that you are considering a planned gift
to Hunter College and hope to hear from you soon.**

Legal Disclaimer

To ensure your will or trust is valid and reflects your intentions, please consult your attorney or other qualified professional when preparing your estate documents.