

## Manage My Fund

Manage My Fund is an online tool providing access to fund information, enabling you to recommend new grants anytime, make gifts to your fund safely and securely online, stay engaged with the Community Foundation and become informed of the most relevant funding opportunities, including projects recently supported by the Community Foundation.

### How do I access Manage My Fund?

To set-up Manage My Fund contact the Community Foundation at [hobson@desmoinesfoundation.org](mailto:hobson@desmoinesfoundation.org) or (515) 447-4206.

### How long does it take grant recommendations to be processed through Manage My Fund?

At most the process will take one week.

### How timely is the information about my fund?

Gifts and grant information about your fund are updated as soon as you make a change allowing you up-to-date fund information at all times.

### Will I still receive hard copy fund statements if I sign up for Manage My Fund?

With Manage My Fund, you automatically receive your statements online unless you request a mailed copy.

### With Manage My Fund you can:

- **Save time with online access to fund statements:** Simply log in to your account and download your statements instantly, right when you need them. You can even export fund statements for your own use as needed.
- **Give proactively with online grant recommendations:** Manage My Fund's recommend a grant capabilities form lets you log on and suggest a new grant the moment you think of it, regardless of time or location.
- **Keep fund summary information at your fingertips:** The Donor Dashboard condenses all of your fund information into easily viewable parts. Open this page to quickly see grants paid, pending suggestions, gifts, relative market value, spendable balance, fields of interest you have supported through grants and more.

*For more information about Manage My Fund contact us at 515-447-4206 or [hobson@desmoinesfoundation.org](mailto:hobson@desmoinesfoundation.org).*