



Instructions for Donating to Hope and Heal Fund (A Project of New Venture Fund)

Project Contact: Mary Kopp, mkopp@hopeandhealfund.org, 310-990-4131

The New Venture Fund (NVF), a 501(c)(3) nonprofit organization (Tax ID 20-5806345), is a fiscal sponsor that hosts many projects that act as separate entities. For any type of donation, we recommend alerting your project contact and/or NVF representative so they can expect your donation.

To ensure NVF directs your gift to the correct project, please follow the directions below. Please note that if you do not specify a project along with the donation, we may consider it to be general support for NVF.

1. ACH AND WIRE TRANSFER INSTRUCTIONS

We ask that all donations be made electronically as it is a faster and more secure process. When making a donation using this method, please note:

- In the **reference/memo field**, you must, at a minimum, include **“Hope and Heal Fund” as the project** the funds are for.
- If you cannot include “Hope and Heal Fund” in the **reference/memo** field for any reason, please inform your main point of contact to specify the project the donation is going to.
- If issuing funds via a donor advised fund (DAF), include the **project’s name as the purpose of the grant**, which can be indicated in the relevant grant purpose field of the DAF’s donation platform. You should also inform your main point of contact to specify the project the donation is going to.

Please use the following information when making an electronic ACH or wire transfer:

Account Name: New Venture Fund

Account #: 8744300077

ABA #: 065000090

SWIFT Code: HIBKUS44 (for payment in Euros: DEUTDEFF)

Bank Name: Capital One Bank

Bank Address: 1680 Capital One Drive, 24th Floor, McLean, VA 22102

Reference/memo: For Hope and Heal Fund

2. CHECK PAYMENT INSTRUCTIONS

While not preferred, we will accept funds mailed to our bank lockbox if electronic payments are not an option. Instructions are as follows:

- Make your check payable to “New Venture Fund.”
- In the **memo line** of the check or in an **accompanying cover letter, specify “Hope and Heal Fund” as the project the funds are for.**
- If you cannot include “Hope and Heal Fund” in the memo line or accompanying cover letter for any reason, please let your main point of contact know the **project name** the donation is for.

Please mail checks to:

**New Venture Fund
PO Box 37734
Baltimore, MD 21297**

If you need to send a donation via overnight mail and/or if it requires a signature of receipt, please mail the check to:

**New Venture Fund
Box 37734
400 White Clay Center Drive
Newark, DE 19711**

3. ONLINE PAYMENT INSTRUCTIONS

You may donate directly to the project [at the project’s website:]. For help making an online donation, reach out to your main point of contact.

If you have any questions, please contact NVF at info@newventurefund.org or call (202) 595-1061.

NVF sends tax acknowledgement letters for donations of \$250 or greater on a monthly basis to donors for whom we have contact information on file. To ensure you receive a letter, please share your contact information with your project contact if you have not already.