

Sponsor: Parks & People Foundation, Inc.
Certification of Contribution

Maryland Department of Housing and Community Development
Community Investment Tax Credit Program
CERTIFICATION OF CONTRIBUTION FOR TAX CREDIT

Businesses and individuals that donate to qualified organization's approved project(s) earn tax credits equal to 50% of the value of the money, goods or real property contribution. These tax credits are in addition to the deductions on both Federal and State taxes as a result of the charitable contribution. Once processed, the Maryland Department of Housing and Community Development (DHCD) will return one completed copy of this form to the contributor and maintain the original with the Program records.

PART I - BUSINESS OR INDIVIDUAL AND CONTRIBUTION INFORMATION

(This section is to be completed by the individual or business that made the contribution.)

Name: _____ Title: _____

Name of Business (if applicable): _____

Address: (City, State, Zip: _____

Telephone number _____ Federal ID OR SSN#: _____

Calendar year (January-December) Fiscal year from _____ to _____

Contributor's business type or status Check the category which best applies; check only one)

- 01 – Construction 02 – Manufacturing 03 – Transportation/Communications/Utilities
- 04 – Wholesale/Retail Trade 05 – Finance Institution 06 – Insurance/Real Estate
- 07 – Business Services 08 – Health Services 09 – Legal Services
- 10 – Education Services 11 – Engineering/Accounting Services
- 12 – Othertype of business (describe): _____ 13 – Individual

Name of the nonprofit contributed to : _____

Total amount of contribution(s) of cash: \$ _____ Date(s) of Contribution: _____

Total value of contribution(s) of goods: \$ _____ Date(s) of Contribution: _____

Total value of contribution of real estate: \$ _____ Date(s) of Contribution: _____

(Individuals or businesses that wish to donate real property must contact the DHCD's Community Investment Tax Credit Program for approval prior to making the donation.)

Required documentation attached: (check all that apply)

- Copy of Canceled Check Thank You Letter/Acknowledgement of Contribution from Nonprofit
- Copy of Receipt/Confirmation of Online Contribution Other:(describe) _____
- Real Estate Appraisal
- Third Party Evaluation of Used Goods Donated *(Must be certified by an independent, unrelated third party consistent with Internal Revenue Service Publication 561.)*
- Invoice or Receipt for New Goods Donated *(Must be accompanied by an invoice or receipt from the contributor evidencing the net cost of the goods.)*

Check the type of tax you intend to use this credit against: (Choose only one tax).

- State income tax on individuals or corporations Public service company franchise tax
 Insurance premiums tax [NAIC No. _____]

Submitted by: (Name of donor/contributor) _____

By: _____
(Print name and title)

(Signature)

(Date)

PART II - NONPROFIT ORGANIZATION CONCURRENCE

(This section is to be completed by the nonprofit organization.)

I have examined this application and all attachments and believe it to be an accurate description of the contributions received by our organization from the contributor named herein for the purpose of carrying out the project approved for the Community Investment Tax Credit Program.

Submitted by: (Name of Nonprofit organization) _____

Project No.: _____ Email: _____

By: _____ Phone: _____
(Print name and title)

(Signature)

(Date)

NOTICE AND WAIVER: The statute authorizing the Community Investment Tax Credit Program (CITC), formerly the Neighborhood Partnership Program (NPP), requires the Department to make information available to the General Assembly, including identification of the Nonprofit Organization, a description of the project, the type and amount of contributions, and the Contributor's identity. In signing this Tax Credit Certification, the Nonprofit Organization and the Contributor acknowledge this obligation and to the extent necessary, waive any rights to confidentiality in this or related information.

DISCLAIMER: The tax credit is based on the contributor's eligibility under Program requirements and under tax laws or other requirements affecting the contributor. Neither the Department nor the nonprofit organizations make any representations about the tax consequences in connection with a particular contribution.

SEND COMPLETED FORM AND REQUIRED DOCUMENTATION TO:

Community Investment Tax Credit Program, Maryland Department of Housing and Community Development, Division of Neighborhood Revitalization, 10 N. Calvert Street, Suite 444, Baltimore, MD 21202

PART III - STATE APPROVAL (Completed by the DHCD)

Qualifying contribution(s): \$ _____

Amount of tax credit: \$ _____

Approved by: _____ Ronald D. Waters _____
(Signature) Deputy Director (Date)