**COMMUNITY FUND OHIO**

### Joinder Application Processing Schedule

| To guarantee review in | Completed Joinder packets must be received by 3 pm on* |
|---|---|
| November 2023 | Wednesday, November 20, 2023 |
| December 2023 | Monday, December 18, 2023 |
| January 2024 | Wednesday, January 24, 2024 |
| February 2024 | Thursday, February 22, 2024 |
| March 2024 | Thursday, March 21, 2024 |
| April 2024 | Tuesday, April 23, 2024 |
| May 2024 | Thursday, May 23, 2024 |
| June 2024 | Friday, June 21, 2024 |
| July 2024 | Wednesday, July 24, 2024 |
| August 2024 | Friday, August 23, 2024 |
| September 2024 | Monday, September 23, 2024 |
| October 2024 | Thursday, October 24, 2024 |
| November 2024 | Tuesday, November 19, 2024 |
| December 2024 | Thursday, December 12, 2024 |

*We understand you cannot always plan when to submit a Joinder Application. Community Fund will continue to review completed Joinder Applications in the order in which they are received until 3 pm on the last business day of the month, excluding holidays and office closures, and subject to staff availability and volume. See below for our deposit processing schedule to coordinate the delivery of Joinder Applications and deposits. Community Fund is unable to process incomplete Joinder packets.

### Deposit Processing Schedule

Deposits are made on Mondays, Wednesdays, and the last business day of the month, excluding holidays and office closures. We must receive the deposit check by 3 pm on the prior business day for it to be ready to deposit. It can take 5-7 days for a personal or business check to clear after it is deposited. We recommend submitting a bank check if the deposit is time sensitive. We do not deposit checks submitted with Joinder Applications until after the Joinder Application is approved.

Questions? Please contact our Trust Development Coordinators at 216.736.4540 between 8:30 am and 3:30 pm on Monday through Thursday and until 2:30 pm on Fridays or email the team at joinderanddeposit@communityfundohio.org. We care about the security of your client's personal information. **Please do not email Joinder Applications, personal identifiable information, or personal health information.**

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