

Use your Traditional IRA to make a tax-free gift

If you are 70 ½ or older, you can use your Traditional IRA to make a gift to your parish, school, the Diocese or outreach ministry **tax-free**.

The Protecting Americans from Tax Hikes Act of 2015 permanently extended the Charitable IRA Rollover. If you qualify, it is an excellent way to provide gifts to the church, satisfying a “Required Minimum Distribution” while not being considered taxable income to you.

Transfers must be made directly from your IRA administrator to a qualifying 501(c)3 charitable organization, like your parish, or the Diocese for example. For more information go to <http://www.dioknox.plannedgiving.org/dioknox/articles/254.html>, contact your IRA administrator/Financial Advisor, or Deacon Hicks Armor/Gina Wasilewski, Stewardship Office, Diocese of Knoxville at 865-862-5740 or [stewardship@dioknox.org](mailto:stewardship@dioknox.org)

Instructions for Donor:

**Please note: A qualified charitable distribution (QCD) is not a tax-deductible charitable gift. A QCD may, however, count towards the annual IRA required minimum distribution (RMD) and not be deemed taxable income provided it goes directly from the IRA administrator to the 501c3 organization.**

Contact your IRA plan administrator to make a gift from your IRA.

Your IRA funds will be directly transferred to the Diocese / Your Parish / School/ or Diocesan Ministry to help continue our important work.

For Diocese of Knoxville gifts, please provide your IRA administrator the following information:

Account Name:	Roman Catholic Diocese of Knoxville – TAX ID#62-1357183
Address:	Diocese of Knoxville Stewardship Department 805 S. Northshore Dr. Knoxville TN 37919

**\*Please note to your IRA Administrator what the gift should be applied toward or note that it is undesignated** (example: *Bishop’s Appeal, Parish Home Campaign, or Catholic Foundation of East TN, etc.*)

The Diocesan Stewardship office will provide a letter of confirmation back to you following receipt of the IRA distribution

The Diocesan Stewardship office has prepared a sample letter to provide to your IRA administrator on next page.

[Date]

[NAME OF IRA PROVIDER]

[ADDRESS]

[CITY, STATE, ZIP]

*(Call your plan provider to determine the most efficient way to send this letter of instruction)*

Re: Request for Qualified Charitable Distribution from Individual Retirement Account

Dear Sir or Madam:

Please accept this letter as my request to make a qualified charitable contribution from my Individual Retirement Account Number: **[insert your account number]** as provided by the Tax Increase Prevention Act of 2015 and Sec. 408(d)(8) of the Internal Revenue Code of 1986, as amended.

Please issue a check in the amount of \$ **[redacted]** payable to:

Diocese of Knoxville, Tax ID# 62-1357183,

at the following address:

Diocese of Knoxville  
Stewardship Department  
805 S. Northshore Drive  
Knoxville, TN 37919

In your transmittal to the charity, please state my name and address as the donor of record in connection with this transfer, and copy me on your transmittal.

It is my intention that this transfer qualify during the 2022 tax year. Therefore, it is imperative that this distribution be postmarked no later than December 31, 2022.

If you have any questions or concerns regarding this request, I can be reached at **[DONOR PHONE AND EMAIL ADDRESSES]**.

Thank you for your prompt attention to and assistance with this matter.

Sincerely,

**[DONOR NAME]**