



VBRF Giving Guidelines: Grantmaking & Member Relief

Vail Board of REALTORS® Foundation Mission:

The Vail Board of REALTORS® Foundation supports initiatives focused on creating attainable housing solutions for all, works in collaboration with community organizations to cultivate housing opportunity for all Eagle County residents, and provides assistance to our REALTOR® members in need.

Giving Guidelines: Grantmaking

VBRF will accept applications for program support only, including program-related expenses such as salaries and overhead expenses.

An invitation to submit an application does not guarantee funding. Organizations that receive a grant are required to submit a report that confirms that the funds granted were used for the intended purpose and provide impact data.

The size of VBRF's grants are matched to the organizations' needs, capabilities, opportunities, scale of impact, and the program's fit with the Foundation's priorities, as well as the organization's historic pattern of support from other institutional donors, its developmental stage, and the Foundation's overall availability of funds. The Foundation prefers to encourage organizations to develop a broad base of support, thus will not make grants that represent 100% of a project's budget.

Grant periods are for one year.

Grant amounts will be made up to \$10,000.

Eligibility for Grants:

- Must be an Eagle County-based nonprofit organization recognized by the Internal Revenue Service (IRS) as a 501(c)(3) tax-exempt charitable organization with a determination letter dated within the last five years
- Show programmatic evidence of a demonstrated commitment to the Foundation's mission
- Of particular interest to the Foundation are projects that advance its mission through:
 - Offering programming that directly meets at least one of the following areas of program support:
 - Advance safe and attainable housing programs for all;
 - Provide housing opportunity for all Eagle County residents;

The VBRF will **not** award grants to:

- Individuals
- Organizations that discriminate on the basis of race, color, creed, age, sex, disability, marital status, religion, sexual orientation, veteran status, or national or ethnic origin.

Grant Application Process

Applications must be submitted via the VBRF application form. Applications will be screened by the Board of Directors for adherence to application instructions; alignment with the VBRF's mission and guidelines; fiscal responsibility; and compliance with guidelines established by the Internal Revenue Service (IRS).

Grant Applications will only be accepted and reviewed during the grant application time period during the calendar year, as defined by the Board of Directors.

Giving Guidelines: Member Relief

The VBRF may, on a case-by-case basis, provide financial support for members in need.

- Applicant must be an active REALTOR® or affiliate member of the VBR in good standing and have been active for more than one year.
- Applicants must have a demonstrated need due to expenses related to catastrophic illness or accidents not covered by insurance and disaster relief.
- If approved, funds will be distributed directly to pay bills of the member. Grants will not be paid directly to the award recipient.

Specific use of how the funds will be used must be identified in the application through submission of a bill or bills for payment.

Grants of up to \$5,000 may be awarded. VBRF will only award grants to cover up to \$5,000 per recipient per year.

Grant amounts shall be equal to the amount of submitted bill or invoice.

Eligible Recipients:

- REALTOR Members
- Appraiser Members
- Affiliate Members
- Licensed Assistants

In most cases, the VBRF Board of Directors will make a funding decision within approximately one-two months of the application submitted.

Application Requirements:

- Applications shall be completed and submitted to the VBR Association Executive through the online form.
- Applications must be submitted by the applicant or applicant's family member.
- Applications must be complete and include any copy or copies of the expense for which the applicant is seeking support.