

SEVRAR CRITICAL NEEDS FOUNDATION (SEVRAR CNF)

INFORMATION

SEVRAR Critical Needs Foundation is a tax exempt 501©(3) public charity.

This Foundation is the heart of the SouthEast Valley Regional Association of REALTORS® (SEVRAR) commitment to its REALTOR® members, Affiliate members and staff (member) in action, discovering and serving the higher purpose of business through charitable giving in the communities where our members live and work.

WHY

Catastrophic Nature/Emergency Situations is defined as a tragedy, disaster and/or misfortune that would prevent a member from working or being able to support their family.

An extraordinary challenge is an unforeseen and/or unpredictable emergency that is not of a recurring nature. Type of assistance can include, but is not limited to, medical costs, insurance policy payments, medical facility, treatment, medical condition, emergency transportation, at-home assistance – meals, housekeeping, in-home daycare, mortgage, death expenses – funeral assistance.

Items not specified shall be considered by a special meeting for modification of catastrophic definition as applied to this foundation.

CNF COMMITTEE

The CNF Committee will be comprised of the members of the SEVRAR Board of Directors along with the SEVRAR Chief Executive Officer, serving as an ex officio member. The Committee performs the following functions as the administrator/manager of the Foundation:

- Oversees all fundraising efforts for the annual donation dollar volume goal(s) to benefit the SEVRAR Critical Needs Foundation (CNF), the 501©(3) public charity created by the SouthEast Valley Regional Association of REALTORS®.
- Assists, or delegates authority to assist, eligible SEVRAR members in need with the CNF grant application process.
- Oversees all of SEVRAR's CNF related charitable activities, including fundraising for members in need within the association membership or the local community, as well as fundraising efforts for charities other than CNF by:

CNF Accounts

The monies for the CNF fund(s) being incubated shall be held in a special 501©(3) account at the Arizona Association of REALTORS®. The money in the account must remain separate, allowing for simplified reporting when donors want to know the amount they have contributed. For donors to be properly receipted for any tax deductible donations, those donations must be distributed to the charity for which they were collected before the end of the year in which they were collected.

CNF RESERVES

Minimum reserve requirements should be set at 20% of the existing funds, based on the account balance at the beginning of the calendar/fiscal year.

CNF GRANT AMOUNT

CNF Committee shall decide a maximum Grant amount up to 20% of the balance as determined at the beginning of the calendar year.

CNF GRANT CANDIDATE ELIGIBILITY

A SEVRAR Critical Needs Foundation grant provides a degree of assistance for a SouthEast Valley Regional Association of REALTORS® member experiencing hardship as a result of a sudden emergency. This is intended to be a one-time grant, except as special circumstances may dictate.

Eligible candidates shall be an active member of SEVRAR.

CNF GRANT APPLICATION CRITERIA & PROCESS

- Complete a CNF Grant application or submit necessary letter

 - The Grant applicant must specify the following:
 1. Summarize the SEVRAR member's emergency situation
 2. Indicate the amount of the need and the amount being requested
 3. Indicate what SEVRAR has previously done to provide assistance to the applicant

 - Complete a CNF Grant application and submit (with necessary letter) to :
Chief Executive Officer
SouthEast Valley Regional Association of REALTORS®
1363 S. Vineyard, Mesa, Arizona 85210
-or- **Fax** to: 480-835-1329
1. Chief Executive Officer shall ensure all criteria is met prior to submitting the Application to the CNF Committee.
 2. The CNF Grant Application shall be submitted to the CNF Committee (SEVRAR Board of Directors) for consideration.
 3. Board of Directors shall submit a reply within sixty (60) days following receipt of all required documentation.

CRITICAL NEEDS FOUNDATION APPLICATION ON FOLLOWING PAGE

