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**HOME BUILDERS**  
ASSOCIATION  
of  
METRO DENVER®

## Home Builders Foundation Charity of Choice Policy

Out of a need to fulfill the HBA's social contract to the metro Denver community in which it develops, builds and remodels homes for its citizens, the HBA established its philanthropic arm, the Home Builders Foundation (HBF) on December 8, 1993.

As a separate legal entity, of the HBA, the HBF, a 501(c)(3) corporation, has the responsibility of coordinating civic and charitable activities through various events, programs and fundraising efforts.

The foundation provides several specific benefits to the HBA and its members through HBF's organizational structure.

- The foundation becomes the single source clearing house for the industry as it relates to charitable and civic matters. This consolidated initiative eliminates overlap, duplication and gaps.
- Because of its corporate status as a 501(C)(3), contributions to the foundation provide specific tax benefits to those who participate by making contributions.
- The HBF's focus and achievements provide the HBA and the industry with recognition not possible through the HBA alone.
- Finally, the HBF has established itself as a viable, well recognized entity with a demonstrated record of accomplishment that justifies an increased level of support from the HBA.

Therefore, the HBF petitions the HBA's Board of Directors to formally adopt a policy establishing the foundation as the charity of choice for HBA events and activities in which monies or other resources are directed to a civic/charitable purpose.

It is recommended that the following protocol be adopted as operating procedure:

1. HBA related activities with a civic/charitable component will be integrated with the Home Builders Foundation through the following statement when contributions are made: the Home Builders Foundation, the philanthropic designee of the Home Builders Association of Metro Denver, is pleased to present (contribution) to (entity) on behalf of the (HBA sponsoring event).
2. Any recognition in the media or distribution of public relations material must follow the same protocol as identified in #1.
3. All contributors to the event/program that participate in the specified activity will receive a letter of contribution for tax and recognition purposes from the HBF when the funds/assets of the event are directly deposited with or given to the Home Builders Foundation by the contributor.

4. The sponsoring event will at all times have total discretion in the choice of the charity that will benefit from the HBA activity and will direct the HBF regarding the terms and conditions of such contributions and the ultimate distribution of funds in advance of the event.
5. No deviation shall be taken from this policy without the mutual agreement of the HBF and the sponsoring event.
6. All contributions and their subsequent presentation will be made jointly between the HBA sponsoring activity and the HBF. This will be done in a manner that is coordinated to maximize exposure and benefit to the HBA and HBF.

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