

Washington REALTORS®

LOCAL ISSUES FUND

PROGRAM OUTLINE

All applications submitted for funding must have the signature of the Local Association President and Executive Officer, if there is an Executive Officer.

I. GUIDELINES FOR APPROPRIATE EXPENDITURES
(initial)

Requests for financial assistance from a Local Association, concerning state issues or local issues will be considered.

Funds cannot be used for activities that either directly or indirectly endorse a candidate for public office.

Appropriate expenditures are as follows:

- A. Ballot Measure Campaigns
- B. Grassroots Lobbying Activities
 - 1. Mailgrams or letter writing campaigns
 - 2. Advertisements/Mass Media/Public Relations
 - a) Radio
 - b) Television
 - c) Newspaper
 - d) Promotional material
- C. Host educational forums – the purpose of which is to raise the level of awareness about an issue (e.g. room charge, coffee, etc.)
- D. Contributions to or with other grassroots lobbying organizations with respect to a common issue.
- E. Issue Advocacy
 - 1. Expenses associated with a contract employing a professional advocate.
 - 2. Participation in key seminars and workshops.
- F. Data collection to assist with the development of strategies.
 - 1. Public opinion surveys
 - 2. Polling
 - 3. Phone Banks

II. CRITERIA FOR RECEIVING LOCAL ISSUES FUNDS
(initial)

- A. Any consideration for support of an issue must be in concurrence with the NATIONAL and/or STATE ASSOCIATION OF REALTORS® adopted policies and/or positions.

 III. WHEN REQUESTS FOR FUNDS WILL BE CONSIDERED
(initial)

- A. Funding requests will be considered at any time during the calendar year. However, only those requests which have been furnished in writing along with the proper Application for Funding Form, properly executed, will be considered.
- B. Any funding request, which is to be considered during a regularly held meeting of W.A.R.'s Legislative Steering Committee, should be received at W.A.R. at least two (2) weeks prior to that meeting.

 IV. PROCEDURE TO DETERMINE EXPENDITURE
(initial)

- A. Monies in this fund will be approved as follows: (Prior to request, applicant is encouraged to consult with a local association resource for information/guidance.)
1. Requests for five thousand (\$5,000) dollars or less may be authorized with the approval of the Vice President of Government Affairs and the Executive Vice President.
 2. Requests for over five thousand (\$5,000) dollars and up to twenty-five thousand (\$25,000) dollars may be authorized with approval of the President, Vice President of Government Affairs, Executive Vice President and the Government Affairs Director.
 3. Requests for over twenty-five thousand (\$25,000) dollars and up to fifty thousand (\$50,000) dollars may be authorized with approval of the Legislative Steering Committee.*
 4. Requests for over fifty thousand (\$50,000) dollars may be authorized with the approval of the Board of Directors, or Executive Committee if it would not be practical to wait for a Board meeting.*
 5. Matching funds of 10% are required for all requests.

* Note: When an issue is of a time-sensitive nature the Legislative Steering Committee can hold a special meeting or meet by conference call and take one of the actions outlined in B 1 through 6 below. If Executive Committee action is necessary, this body can conference call, meet, or, in an emergency, be polled by telephone.

- B. Upon receipt of a funding request, the appropriate body or persons (see above) should first determine from which fund monies will be disbursed (Legislative Restricted Fund or Local Issues Fund) and then take one of the following actions:

1. Grant funding request in full.
 2. Grant a portion of funding request.
 3. Deny funding request
 4. Provide funding if certain conditions are met (as required by the appropriate body or persons).
 5. Postpone a decision until the appropriate body or persons receive more definitive information.
 6. Refer to higher approving body.
- D. W.A.R.'s Government Affairs Department will provide appropriate follow-up to the actions taken by the appropriate body or persons within the Association.

V. FOLLOW-UP

Together with an accounting of the funding, the Government Affairs Department shall be provided a final report 30 days following resolution of the issue by the association that received the funds.

Washington REALTORS®

LOCAL ISSUES FUND

APPLICATION

NAME OF LOCAL ASSOCIATION _____ DATE _____

NAME OF LOCAL PROGRAM CHAIRMAN _____

AMOUNT REQUESTED FROM LOCAL ISSUES FUND _____

(GUIDELINES FOR COMPLETION OF THIS FORM: Before completing this application, please read the attached guidelines and initial as appropriate. Further, if more room is needed do not hesitate to add additional sheets.)

I. PURPOSE OF FUNDING REQUEST

II. BACKGROUND OF ISSUE

III. WHEN ARE FUNDS NEEDED? _____

WHY?

IV. APPRAISE THE SIGNIFICANCE OF THE ISSUE AS IT COULD AFFECT THE REAL ESTATE INDUSTRY IN THIS STATE.

V. SUMMARIZE THE PROPOSED COURSE OF ACTION AND THE OVERALL CAMPAIGN PLAN.

VI. ASSESS THE ODDS OF THE ISSUE PASSING OR FAILING.

VII. LIST THE GROUPS OR ORGANIZATIONS THAT OPPOSE THE ISSUE.

A.) HOW WELL ORGANIZED IS THE OPPOSITION?

B.) HOW WELL FUNDED?

C.) WHAT DO YOU ANTICIPATE FROM THEM IN THE WAY OF STRATEGY AND TACTICS?

VIII. WHAT ARE THE OVERALL POTENTIAL COSTS INVOLVED? ATTACH THE OVERALL CAMPAIGN BUDGET.

IX. HOW MUCH MONEY HAS YOUR LOCAL ASSOCIATION COMMITTED FOR MATCHING FUNDS:

A. HOW WILL THESE SPECIFIC FUNDS BE INTEGRATED INTO THE OVERALL BUDGET?

X. WHAT OTHER ORGANIZATIONS ARE INVOLVED IN SUPPORT OF YOUR POSITION ON THIS ISSUE? (Indicate the amount of monies they have pledged-if any-after each name.)

A). HOW WILL THESE SPECIFIC FUNDS BE INTEGRATED INTO THE OVERALL BUDGET?

XI. ARE THERE CAMPAIGN FILING REQUIREMENTS?

(YES)

(NO)

IF "YES", THE DATE YOU FILED WITH THE PUBLIC DISCLOSURE COMMISSION:

XII. HAVE YOU ATTACHED THE INITIALED GUIDELINES ____ (initial) AND THE OPERATING BUDGET ____ (initial).

Name of Local Association President

Telephone

(W) _____/(H)

Name of Local Association E.O. or GAD
(if your Association has one)

(W) _____/(H)

Telephone

Name of Principal Contact re: Issue
If different from above

(W) _____/(H)

Telephone

Please email completed form to:
Taylor Shanaman at taylor.shanaman@warealtor.com
Washington REALTORS®
504 East 14th, Suite 200
Olympia, Washington 98501

For more information call: Taylor Shanaman at 1-360-943-3100 ext. 118