



## **GVR Club Sub-Account Agreement and Process**

**ADOPTED BY GVRF BOARD ON NOVEMBER 29, 2017 BY “UNANIMOUS CONSENT”**

**And amended on May 13, 2021, March 10, 2022, September 8, 2022, revised December 8, 2022**

GVR Club members may wish to make donations for club-related projects and to receive a tax deduction that comes along with the donation from the GVR Foundation (GVRF), a 501(c)(3) organization. GVRF has initiated a GVR Club Sub-accounts Program to assist in this effort. The process begins with an application from a GVR Club wishing to engage in this program.

Upon receipt of a GVR Club application, GVRF will evaluate and determine whether or not to include the GVR Club in the sub-accounts program. The GVR Club applicant may be asked to make a presentation to the GVRF Board of Directors. If approved to participate in the sub-accounts program, the GVR Club may receive donations and grant funding for specific GVR and community projects consistent with the club’s mission.

After GVRF determines the GVR Club eligibility to establish a GVRF sub-account, GVRF will oversee and administer the sub-account. Funds deposited into sub-accounts are for specific community and/or GVR projects only. GVR Club member dues are not eligible as financial contributions to sub-accounts.

An administrative fee of three percent will be taken from each donation.

As club projects commence, a club must submit a grant request, along with an invoice to GVRF, who will pay the invoice once the GVRF board approves the grant request, and as long as available funds are available in the Club sub-account. Send invoices to:

GVR Foundation  
PO Box 1553  
Green Valley AZ 85622

**NAME OF GVR CLUB APPLYING FOR SUB-ACCOUNT:**

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**CLUB MISSION STATEMENT:**

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**PROVIDE A DESCRIPTION OF THE TYPES OF PROJECTS THE GVR CLUB WILL SOLICIT TO FUND:**

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*Attach necessary document if more space is needed.)*



**HOW WILL THESE PROJECTS BENEFIT GVR MISSION AND GREEN VALLEY COMMUNITY IN GENERAL:**

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**PROVIDE CONTACT(S) NAMES, TELEPHONE NUMBERS AND CLUB MAILING ADDRESS:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name and Email of responsible Club officer(s):** \_\_\_\_\_

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Club mailing address: \_\_\_\_\_

Club website: \_\_\_\_\_

With the submission of this application for sub-account status, the GVR Club acknowledges the following:

1. GVR Foundation will make the final determination of how the donated funds will be used.
2. GVR Club member dues are not eligible as a financial contribution to this sub-account.
3. All contributions are owned and exclusively controlled by the GVR Foundation.
4. Interest will not be paid on funds donated on behalf of the GVR Club.
5. An administrative fee of three percent will be taken from each donation.
6. All distributions from the sub-accounts must further one or more recognized exempt purposes as identified under 501(c)(3) of the tax code.
7. Upon approval of the GVR Club application, GVRF will initiate an agreement with the GVR Club clarifying the terms under which the Club accepts the conditions of this agreement.

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**PRINTED NAME OF GVR CLUB OFFICIAL** **DATE**

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**SIGNATURE OF GVR CLUB OFFICIAL**



**ACCEPTANCE OF GVR FOUNDATION SUB-AGREEMNT**

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**PRINTED NAME OF GVR FOUNDATION OFFICIAL**

**DATE**

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**SIGNATURE OF GVR FOUNDATION OFFICIAL**

**Send Agreement along with all necessary attachments to:**

GVR Foundation  
PO Box 1553  
Green Valley, AZ 85622