



The Charitable Foundation of the Building  
Industry Association of San Diego County

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## **Criteria for Financial Contributions**

(Established 2007)

- I. Recipient Requirements (prospect must meet the following minimum criteria)
  1. Must be a certified non-profit organization or a school.
  2. Must be in San Diego.
  
- II. Primary Giving Preferences (preference for fund donations will be given to groups meeting the following criteria)
  1. Funds will be used for construction-related projects.
  2. Request for donation came to BIA Cares through a San Diego BIA builder member or is supported by a builder member.
  3. Giving can be done on a reasonable time schedule.
  4. Funds help a “large” number of people.
  5. We have not already donated to the group in the same year, except in the case of “large” construction projects.
  
- III. Secondary Giving Preferences (if requests do not meet the primary giving preferences, secondary consideration will be given to the following)
  1. Funds used for non-construction related purposes.
  2. Request came from a San Diego BIA associate member or was an unsolicited request.
  3. Timing for receipt of funding is on a short time line (i.e. less than a month or two).
  4. Funds help a “limited” number of people.
  5. We have already donated to the group in the same year.
  
- IV. Timing & Amount of Donations
  1. Donations will be made twice a year – once in first six months of the year, once in second six months of the year. The first round of applications will be accepted from January through the end of March, with review in April and May, and voting in June. The second round of applications will be accepted from July through the end of September, with review in October and November, and voting in December.
  2. Total annual amount to be donated will be determined during the annual budget process, divided into roughly equal amounts in the first and second halves of the year.
  
- V. Review Procedure

1. Requests must be in writing & include: name of organization making request, address & phone number, contact person, tax i.d. number, amount of request, what funds will be used for, financial statement, and timing needs.
2. Contribution Committee will review requests twice each year
3. Contribution Committee will make recommendations to board regarding which groups to contribute to and amount of contribution.
4. Full BIA Cares Board votes for final distributions.

***BIA Cares is a 501(c)3 non-profit organization***