



DIRECTOR POLICY #12 Annual Community Program Fund

Effective Date: April 16, 2026

1. Purpose

To provide flexible, once a year support to key community nonprofits that address essential needs. Designed to help organizations manage expenses that do not fit into the grant funding stream.

2. Scope

This policy applies to organizations, associations and societies that are requesting funding for situations of emergency and/or basic requirements for life. The VCF Board of Directors are responsible for reviewing applications and hold the final approval authority.

3. Typical Use

Food deliveries, program supplies, equipment repairs, meal support, or short-term community services that would otherwise go unfunded.

4. Overview

Eligible organizations may request funds once per year by submitting a formal letter outlining the need and how the funds will be used.

5. Funding

This funding stream will be advertised on the website year-round for applicants, a notice will be posted when the funds are used for the year. The previous year's applicants will be notified directly in October/November as a reminder of new funding availability for the following year. Decisions are made by the Board of Directors on a case-by-case basis within the annual budget allocation.

6. Policy Review

This policy will be reviewed as required to ensure continued effectiveness and efficiency.

Approved By: VCF Board of Directors

Approval Date: April 15, 2026