



BOARD OF DIRECTORS
Monthly Meeting

FY 24-4: February 5, 2024

Pikes Peak Habitat Business Office
2802 North Prospect Street, Conference Room

also offered virtually via [Zoom](#)

AGENDA
PPHFH BOARD OF DIRECTORS
Business Office Conference Room
(2802 North Prospect Street)
also offered virtually via [Zoom](#)

February 5, 2024 at 5:45 p.m.

CALL TO ORDER, Eric Stolp

OPENING DEVOTIONS, David Warner

INTRODUCTION OF FUTURE HOMEOWNER (Miranda), Janna Muller

BOARD MEETING MINUTES, Eric Stolp

Approval of December 4, 2023 Meeting Minutes

ITEMS FOR DISCUSSION AND/OR VOTE, Eric Stolp

- Vote on annual financial policies (vote as a slate, approved by Finance Committee on 01/22):
 - Capitalizing vs. Expensing Policy
 - Cash Management Policy
 - Policy and Investment Guidelines
 - Outstanding Check Policy
- Vote on resolution delineating the COM 2.0 financial model fee structure recommended by the Finance Committee (explanatory memo included for your edification)
- Vote on statement that grant request to Marson Foundation for \$5K dedicated to the Home Repair Program is submitted on behalf of the Board
- Update on “Morning Sun” land purchase, **Joe DesJardin**
- Discussion of “CEO, Staff, & Committee Reports” and/or financials, as requested

FOR YOUR INFORMATION

- Annual Safeguarding 34 Report: policy is unchanged from prior year. All Pikes Peak Habitat staff and board members are up-to-date on annual certification
- We invite you to join us at The Ridge at Sand Creek **on Saturday, February 24th** for the joint ground blessing at 09:30 a.m. for the Veteran and Apostles Build followed by the home dedication of the Interfaith Build for Unity at 10:30 a.m.
- See Ameriprise investment portfolio summary and explanatory letter in the section entitled “Financials & Related Reports”, for your review
- End of year campaign donations: ~\$225K *

“I would have been forced to move into a homeless shelter if you hadn’t have helped me. Now I can stay in my home with my dog and be safe” and “I can never repay you and all the volunteers for all you’ve done for me – you have blessed me beyond anything I could have imagined!” Pikes Peak Habitat Home Repair homeowners

* Sources: individuals; companies; religious institutions; corporate and foundation grants (to include family foundations). From Iain: “Not all of this can truly be classed as EOY campaign donations as some regular and recurring support is mixed in the reporting as well. But for a month total, anything above \$200K is impressive! We continue counting EOY donation totals throughout January as typically there is a trickle of more giving, sometimes coming from the El Paso County for EZ related donations that were not initially processed through us.”

Board Minutes

CONFIDENTIAL

PPHFH Board Meeting
(Virtual and in-person at Pikes Peak Habitat Business Office)
Meeting minutes prepared by Janna Mulder, Board Secretary.

Date: 12/4/2023

Board Members	Present?	Staff and Guests	Present?
Jay Carlson	Z	STAFF:	
Joe DesJardin	Y	Kris Lewis, <i>Executive Director/CEO</i>	Y
Rob Giunta, <i>Treasurer</i>	Y	Karla Probert, <i>Executive Assistant</i>	Y
Paul Hasty	Z		
Peter Hilts	Z	GUEST:	
Ryan Mohling	Y	Tamara, future homeowner	
Janna Mulder, <i>Secretary</i>	Y		
Ryan Panariso, <i>President</i>	Z		
Eric Stolp, <i>Vice President</i>	Y		
Tim Trowbridge	Y		
Tye Tutt	A		
Candy Vandenberg	Y		
Bill Wall	Y		
David Warner	Y		

CALL TO ORDER: Meeting of the PPHFH Board of Directors was called to order at 5:46pm by Mr. Eric Stolp, president.

OPENING PRAYER & DEVOTION: Mr. Eric Stolp opened with a devotion about Taylor Swift and the example to help others with our gifts. Eric opened in prayer.

INTRODUCTION OF FUTURE HOMEOWNER: Tamara Cordova. Tamara shared a little of her story. She and her son Romeo are excited about the opportunity, and she expressed her gratitude to the board.

APPROVAL OF MINUTES: Motion made and seconded, and it was unanimously passed, to approve the 10/2/23 meeting minutes, as presented.

ITEMS REQUIRING DISCUSSION AND AND/OR VOTE:

Presentation for FY23 Audited Financial Statements was voted on and passed unanimously as presented.

Presentation for 990 Informational Tax Return was voted on and passed unanimously, as presented.

Update was given on the “Morning Sun” land purchase. Joe Desjardin gave us an update and reported that there is an El Paso County Commission meeting next Tuesday at 9 a.m. Karla will send meeting details to board members in case they are able to attend. Deed items will be cleared up. Realistically moving dirt in 2025 if the land deal is closed.

CLOSING STATEMENTS:

Update was given on the Gingerbread Board Event. Still time to cast a vote. Karla built a house to encourage board members to vote and to ask others to vote. 17 Gingerbread houses total were available for voting.

15 lots available still at The Ridge at Sand Creek, resulting in about two years of build capacity.

CONFIDENTIAL

Update was given on Mike Moroone Annual Charity Car Show event which resulted in a donation of ~\$17K toward Veteran Build. It was suggested that the organizer, Zach Lewis, should be invited to a committee and ultimately to the board.

Mr. Tim Trowbridge reported that he will be going to the annual Habitat on the Hill in Washington, D.C. Feb. 6-8. Jennifer, Pikes Peak Habitat Home Repair Program homeowner (spoke at the Donor Appreciation Event) and Karla will be joining and will be meeting with Rep. Lamborn and Senators Bennet and Hickenlooper.

Meeting adjourned by Mr. Stolp at 6:48 p.m.

Items for Discussion/Vote

Capitalizing Vs. Expensing

Objective: To establish a consistent procedure for capitalizing versus expensing furniture, fixtures, equipment and vehicles.

1. Items purchased for \$5,000 or more will be capitalized in accordance with GAAP (“Generally Accepted Accounting Principles”). This will also be true for donated items valued at \$5,000 or more. (The item must have a three year or longer life.) The value of donated items will be at the fair market value of the items received and in accordance with GAAP as further outlined in the Affiliate Operations Manual (AOM).
2. All other furniture and fixtures, equipment and vehicles purchased or valued at **under** \$5,000 will be treated as an expense item.

Original Policy Approved:

Approved by Finance Committee on:

Approved by the Board of Directors on:

Reviewed and approved as is by Finance Committee on:

Approved by the Board of Directors on:

Reviewed and approved as is by Finance Committee on:

Pre-2014

01/20/2015

02/02/2015

02/27/2023

04/03/2023

01/22/2024

Cash Management

Objective: To maintain a high level of liquidity and strong net worth Pikes Peak Habitat for Humanity (“PPHFH”) must maintain good relationships with banks and other financial sources to fund the building of homes and for purchase/development of lots.

Philosophy: Pikes Peak Habitat for Humanity is very conservative fiscally and has an extremely low tolerance for risk with financial affairs and instruments. In order to meet our stated mission of seeking to put God’s love into action by bringing people together to build homes communities and hope, PPHFH must have adequate cash, good relationships with banks, controlled operating expenses, and many sources of capital to fund the building of homes, finance the purchase or development of lots and provide operating funds.

Cash:

PPHFH does not maintain any cash accounts in its office.

Management of Cash:

In accordance with the Philosophy noted above, PPHFH keeps the majority of its funds in federally insured financial institutions. Banking institutions are chosen on various strengths, including but not limited to financial strength, commitment to affordable housing, and relationship quality.

1. *Management of Cash* - PPHFH uses five-star rated banks for its main operating accounts, a money market account earning interest on funds available for future use and a Carhof account for escrow. Any funds exceeding those estimated for current operations shall be invested in additional five-star rated banks or other such financial institutions which pay interest and are supportive of PPHFH.
 - The bank or credit union must have a five star rating as determined by BauerFinancial at www.bauerfinancial.com. BauerFinancial has been analyzing and reporting on banks and credit unions since 1983. No institution can pay them to rate it nor can they choose to be excluded. The Finance Committee will review any deposit institution being used on a Quarterly basis.
 - All bank accounts are to be FDIC insured to limit the risk of loss. The Finance Committee will manage the cash in any one bank/credit union to ensure the security of the affiliate’s funds. Balances in any bank/credit union with less than a four or five star rating will not exceed the FDIC insurance limitations.
2. *Liquidity* - The Finance Committee oversees maintaining liquidity to ensure sufficient funds are always available and that the aims and objectives of the Habitat are being achieved.
3. *Minimum Cash Reserve Requirements* – PPHFH will maintain cash reserves to cover three months of operating expenses reported on the Board-approved Budget for the current fiscal year. The operating expenses shall be adjusted for non-cash items, such

as depreciation and mortgage discount expense. Under a worst case scenario in which all building is halted and the related building expenses eliminated, the minimum cash should be sufficient to cover at least six months of expenses.

- Any non-compliance of the above noted cash reserve requirements would require Board approval.

Calculation: Current annual Budget Expenses less Mortgage Discount Expense/Non-cash items divided by 12 = Monthly Operating Expenses x 3 = Minimum Cash Reserve Required

EXAMPLE:	Current Annual Budget Expenses	\$2,188,764
	Less Non-cash items	<u>567,200</u>
	Total Annual Expenses	\$1,621,564
	Divided by 12 months	\$ 135,130
	3 months of Expenses	\$ 405,391

Taking the above budget into consideration and excluding building related expenses of \$915,800 under a worst case scenario with all building halted, total annual expenses would be \$705,764 with a minimum 6-month reserve requirement of \$352,882.

Original Policy Approved:	Pre-2014
Approved by Finance Committee on:	01/20/2015
Approved by the Board of Directors on:	02/02/2015
Revision approved by Finance Committee on:	11/17/2020
Original policy approved by Board of Directors on:	12/07/2020
Reviewed and approved as is by Finance Committee on:	<u>01/23/2023</u>
Approved by the Board of Directors on:	<u>02/06/2023</u>
Reviewed and approved as is by Finance Committee on:	<u>01/22/2024</u>

Policy and Guidelines for Investments

Purpose:

The purpose of this policy is to provide a clear statement of PPHFH's investment objectives; the responsibilities of the Board of Directors and other parties involved in managing PPHFH's investments; and guidelines for investing excess cash for short and long term periods in a manner that earns the highest possible total rate of return consistent with prudent standards for preservation of assets and maintenance of liquidity given a dynamic investment environment.

Objectives:

1. The overall investment objective is to maximize the return on invested assets while minimizing risk and expenses through prudent investing and maintenance of a well-diversified portfolio.
2. To ensure that key planning components and investment philosophies are identified and used by fiduciaries in directing investment activities.
3. To ensure that assets are managed with care and that investment related decisions are made following a prudent process of evaluation and consideration.

Delegated Authority:

1. The Board of Directors has ultimate responsibility for the investment and management of PPHFH's assets and the Board's approval is required for the hiring of any investment managers, consultants or advisors
2. The Board hereby delegates authority for investment decisions to the Executive Committee within the scope of this policy.
3. The Executive Committee may also establish an Investment Advisory Committee (which may include non-directors) to provide investment advice. The Investment Advisory Committee shall have no authority to act for the organization, but will monitor compliance with this investment policy, recommend changes, and assist the Board or Executive Committee in selecting and retaining investment consultants and managers.
4. The Board hereby authorizes the Executive Director and members of the Executive Committee to execute any required legal documents on behalf of the organization in connection with investment decisions (two signatures required).
5. The Board hereby delegates oversight of investments to the Finance Committee, and within the scope of this policy the Finance Committee's role in the investments of the organization will be to:
 - a) Conduct a thorough and complete search and evaluation of banks, investment vehicles and qualified investment managers, consultants and advisors and provide recommendations to the Board and Executive Committee.

- b) Perform due diligence on potential and existing investment managers and investment opportunities.
 - c) Advise and recommend the retention or termination of investment managers.
 - d) Approve an authorized list of permissible securities, banks, and investment vehicles which can be used for all investments.
 - e) Coordinate with all financial or investment organizations to monitor performance and accomplish their responsibilities under this policy.
 - f) Advise and recommend asset allocations.
 - g) Establish performance parameters for investment vehicles as described in this policy and conduct investment performance analysis.
6. No pledging of investments is allowed without approval of the Board of Directors.

Responsibilities:

1. The specific responsibilities of the Board, Executive Committee, Finance Committee or the Investment Advisory Committee, as applicable, include:
 - a) Prudently and diligently selecting one or more qualified investment professionals, including investment managers(s), investment consultant(s), and custodian(s).
 - b) Communicating PPHFH's financial needs to the investment advisors/managers in a timely manner.
 - c) Determining the organization's risk tolerance and investment horizon(s) and communicating these to the appropriate parties.
 - d) Establishing reasonable and consistent investment objectives, guidelines and allocations which will direct the investment of the assets, to be reviewed by the Board on an annual basis.
 - e) Regularly evaluating the performance of investment manager(s) to assure adherence to policy guidelines and to monitor investment objective progress.
 - f) Developing and enacting proper investment performance review and control procedures; e.g., replacing investment manager(s) due to a fundamental change in the investment management process, or for failure to comply with established guidelines.
2. The specific responsibilities of the Investment Advisors and Managers, as applicable, include:
 - a) Each investment manager will invest assets placed in their care in accordance with this investment policy.
 - b) Each investment manager will have discretion in making investment decisions for the assets placed under their care and management, while operating within all policies, guidelines, constraints, and philosophies outlined in this investment policy. Specific responsibilities of investment manager(s) include:
 - 1) Discretionary investment management, including decisions to buy, sell, or hold individual securities, and to alter allocation within the guidelines established in this policy.
 - 2) Reporting investment performance results in a timely manner.

- 3) Communicating any major changes in the economic outlook, investment strategy, or any other factors that affect implementation of the investment process.
- 4) Informing the organization, in a timely manner, of any changes in portfolio management personnel, ownership structure, investment philosophy, etc.
- 5) Voting proxies on behalf of the organization with notification to the organization.
- 6) Administering the organization's investments at reasonable cost, balanced with avoiding a compromise of quality. These costs include, but are not limited to, management and custodial fees, consulting fees, transaction costs and other reasonable administrative costs chargeable to the organization.

General Investment Guidelines:

1. For the purposes of managing investment risk and to optimize investment returns within acceptable risk parameters, the portfolio shall be allocated to the following funds and held as separate investment pools and the assets allocated as follows:

Fund	Target	Upper Limit
Operating Fund ¹	3 months of operating expenses based upon the current FY budget or 15% of all cash accounts whichever is greater	25%
Short-term Reserve Fund	25%	40%
Long-term Reserve Fund	60%	75%

2. A copy of this investment policy shall be provided to all investment managers/advisors.
3. PPHFH is a tax-exempt organization as described in section 501(c)(3) of the Internal Revenue Code. This tax-exempt status shall be taken into consideration when making investments.
4. PPHFH is expected to operate in perpetuity; therefore, a 10 year investment horizon shall be employed. Interim fluctuations should be viewed with appropriate perspective.
5. All funds will maintain a reasonable and appropriate diversification of investment assets between asset classes and investment categories at all times.
6. All investments and funds shall seek to minimize all fees and charges including, but not limited to, account fees, management fees, and transaction charges.

¹ As regards the Operating Fund: In the event of a conflict between this policy and the organization's Cash Management Policy, the Cash Management Policy shall be controlling.

7. Investments in the equity securities of any one company shall not exceed 5% of any fund nor shall the total securities position (debt and equity) in any one company exceed 10% of the portfolio.
8. Reasonable sector allocations and diversification shall be maintained and no more than 20% of the entire portfolio may be invested in the securities of any one sector.
9. Each investment must be available for review, i.e., no “blind pool” investments are allowed.
10. The following direct investments/transactions are prohibited: purchase of non-negotiable securities, derivatives, high risk or junk bonds, private placements, short sales, any margin transactions, straddles, warrants, options, life insurance contracts, leverage or letter stocks. Mutual funds which invest in these types of investments as part of their overall investment strategy to manage risk are acceptable.
11. No more than 30% of fixed income security shall have less than an equivalent credit quality below investment grade or non-rated at the time of purchase, defined as:
 - BBB by Standard & Poors for straight bonds and convertibles
 - Baa3 by Moody’s Investor Service for straight bonds and convertibles
 - A1 by Standard & Poors for short term securities
 - P1 by Moody’s Investor Service for short-term securities
 - AAA for money market accounts
12. Disbursements from investment accounts must go directly to the organization. Disbursements directed to third parties are prohibited.
13. Security donations to the organization will be sold and converted into cash as soon as practicable. The preferred timeframe is within sixty (60) days of receipt.

Operating Fund Guidelines

1. Purpose: To provide sufficient cash to meet the day-to-day financial obligations of PPHFH in a timely manner and in accordance with the Cash Management Policy.
2. Objectives: Preservation of capital, liquidity and to optimize the investment return within the constraints herein.
3. Allowable Investments:
 - 1) Interest bearing savings accounts;
 - 2) Interest bearing checking accounts;
 - 3) Money market funds of insured commercial banking organizations;
 - 4) Certificates of Deposit at insured commercial banking organizations;
4. Maturity: The maturities on investments for the Operating Fund shall be 12 months or less.

Short-term Reserve Fund Guidelines

1. Purpose: To meet expenses occurring as a result of unanticipated activities and to improve the return on the funds held for expenditure for up to five years.
2. Objectives: Preservation of capital, liquidity and to optimize the investment return within the constraints herein.
3. Allowable Investments:
 - 1) Those investments allowed under the Operating Fund;
 - 2) Money market funds that invest in government backed securities;
 - 3) Direct obligations of the U.S. Government, its agencies and instrumentalities.
 - 4) Mutual funds that invest in direct obligations of the U.S. Government, its agencies and instrumentalities.
 - 5) Overnight repurchase agreements collateralized by investment grade securities.
4. Maturity: The maturities on investments for the Short-term Reserve Fund shall have a weighted average maturity of three years or less. The maximum maturity shall be 5 years.

Long-term Reserve Fund Guidelines

1. Purpose: To provide secure long-term funding for and sustainability of the mission of PPHFH.
2. Objectives: The emphasis shall be on total return; that is, the aggregate return from capital appreciation and dividend and interest income. The primary objective in the investment management of the Long-term Reserve Fund is long-term growth of capital and preservation of purchasing power through investment risk management.
3. Allowable Investments:
 - 1) Those investments allowed under the Short-term Reserve Fund;
 - 2) Domestic and international equities and marketable securities subject to the constraints contained herein. (Marketable securities are defined as securities that can be traded quickly and efficiently with minimal impact on market price). These include:
 - Corporate notes and bonds (investment grade, at least BBB);
 - High yield fixed income investments;
 - Preferred and Common stock;
 - Real Estate Investment Trusts (REITs),
 - Exchange Traded Funds (ETFs);
 - Precious metals;
 - Mortgage-backed bonds;
 - Convertible notes and bonds;
 - Convertible preferred stocks;
 - American Depository Receipts of non-US companies (ADRs);
 - And Mutual Funds that invest in securities as allowed in this policy.

4. Maturity: Long term investments consist of assets that will generally be held for a period longer than five years. These assets are diversified to ensure that adverse results from one or more assets or asset classes will not jeopardize the ability to meet the organization's long-term objectives.
5. Allocation: Asset allocations shall adhere to the following guidance:

Asset Class	Range
Cash Equivalents	15% - 30%
Fixed Income	25% - 35%
Equities	35% - 60%

Investment Performance Monitoring

1. The Finance Committee shall monitor the performance of all investments and shall review quarterly reports representing investment results achieved over the prior quarter, year-to-date, one-year, three-year and five-year periods to allow for market fluctuations and volatility.
2. Performance objectives are to be met on a net of fees basis.
3. The investment performance of each asset allocation class will be measured on two levels: against inflation objectives for the total organization and against index objectives for individual portfolio components.
4. An investment performance report will be prepared by the Treasurer at least quarterly or upon request of the Board of Directors and will be presented to them at their next meeting. This report will include: the schedule of investments for each fund; interest and dividend income year to date; current yield.

Pikes Peak Habitat for Humanity Authorized Banks and Investment Vehicles

Authorized Banks:

To Be Determined by the Finance Committee

Authorized Investment Vehicles:

To Be Determined by the Finance Committee

Approved by Finance Committee on:	<u>02/22/2016</u>
Approved by Board of Directors on:	<u>03/07/2016</u>
Revision(s) approved by Finance Committee on:	<u>01/23/2023</u>
Approved by the Board of Directors on:	<u>02/06/2023</u>
Reviewed and approved as is by Finance Committee on:	<u>01/22/2024</u>

Outstanding Checks Issued by PPHFH

Objective: To establish a consistent procedure for handling old/outstanding checks issued by Pikes Peak Habitat for Humanity.

1. The Director of Finance will address checks outstanding for 90 days or more issued to, but never cashed by, the recipient on a monthly basis.
2. Such checks will be reissued after follow up, if necessary. The Director of Finance or Executive Director will decide, based on the amount of the check and the time elapsed since the issue date, if a stop payment on the original check is in order.
3. For any checks reissued and still not cashed, funds will be remitted to the Great Colorado Payback as required by Colorado statutes.

Original Policy Approved:

Approved by the Board of Directors on:

Approved by Finance Committee on:

Reviewed and approved as is by Finance Committee on:

Approved by the Board of Directors on:

Reviewed and approved as is by Finance Committee on:

Pre-2014

02/02/2015

01/20/2015

01/23/2023

02/06/2023

01/22/2024



RESOLUTION 2024-005

THE GOVERNING BOARD OF PIKES PEAK HABITAT FOR HUMANITY INC, (THE COMPANY) A COLORADO NONPROFIT CORPORATION, ADOPTS THE FOLLOWING RESOLUTION

WHEREAS, The Habitat for Humanity International COM 2.0 financial model has been approved by the International Board of Directors in November 2023 and must be implemented by all Habitat for Humanity affiliates effective July 1, 2024, and all affiliates are required to choose between three pre-determined “phase-in paths”, or fee structures, over the first three years,

NOW THEREFORE BE IT RESOLVED, that the Board of Directors hereby selects “Path 2, ‘On Ramp’” to be reviewed and reevaluated in March of 2025.

IN WITNESS WHEREOF, the undersigned has executed this Resolution with the Effective Date, _____,

PIKES PEAK FOR HUMANITY, INC.
A Colorado nonprofit corporation,

By: _____
Eric Stolp
Title: President

The foregoing instrument was acknowledged before me this _____ day of ____ 2024 by

WITNESS my hand and official seal.

My commission expires: _____

Notary Public

HABITAT 2.0 FEE – DECISION MEMO FOR THE PPHFH BOARD OF DIRECTORS

Introduction

This memo describes the new Habitat 2.0 Fee being implemented by Habitat for Humanity International (HFHI) starting in FY2025. It includes the calculation of our fee, introduces net direct marketing (DM) funds sharing, and presents the three fee payment phase-in paths available. It is important for the Board to understand the fiscal impact of this new fee and the phase-in paths available to us.

Background

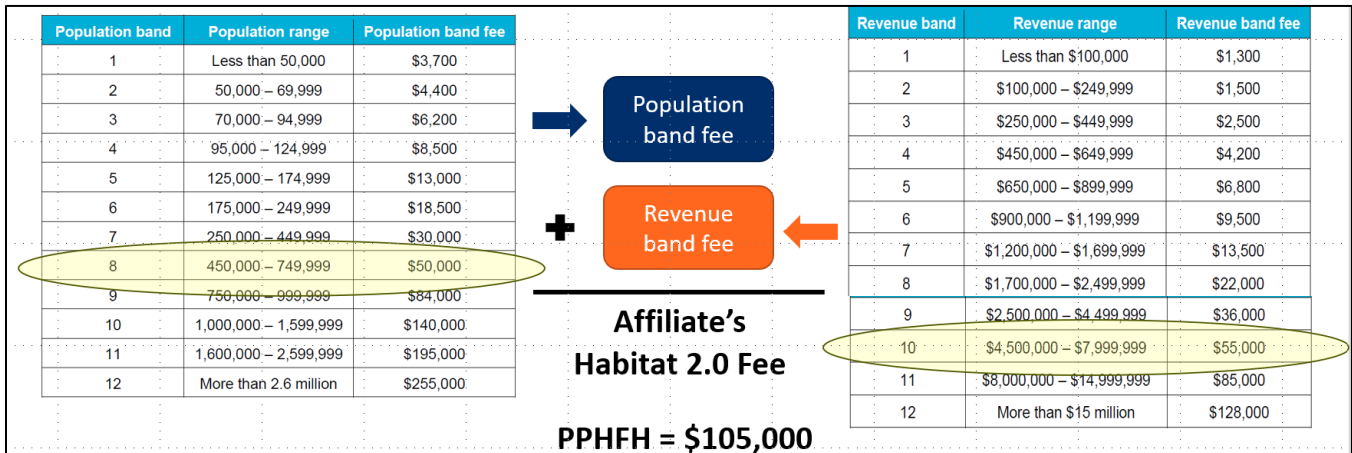
The Habitat 2.0 Fee is an element of the new Habitat 2.0 financial model which in turn is an element of the overarching Collaborative Operating Model (COM). The COM model is intended to facilitate and improve collaborative fundraising across the Habitat affiliate network. Participation in collaborative fundraising is left to the discretion of each affiliate, but all affiliates are required to pay an annual fee. This fee and its implementation is fully described in U.S. Affiliated Organization Policy 32, Habitat 2.0 Fee.

Our Fee

The amount of our fee is determined each fiscal year using a combination of our geographic service area (GSA) population and annual total revenue defined as follows:

- **Population:** Determined by the then most recent decennial U.S. census within our GSA.
- **Total revenue:** A three-year rolling average of our total revenue as reported on Line 12 of our three most recently filed IRS Forms 990.

The figure below shows the population and revenue band tables from the fee policy and PPHFH’s calculated fee.



Starting July 1, 2024, HFHI and affiliates will also begin net direct marketing revenue sharing of funds raised by HFHI within the affiliates’ GSA. Affiliates will receive quarterly statements reflecting those amounts and will be credited their share of these funds toward their quarterly fee payment due. The result is that affiliates will either receive the remaining net direct marketing revenue share or be invoiced for the balance due.

For budgetary planning purposes, we will receive an annual notification of the fee each January which will show the fee calculation and the most recent year’s direct marketing revenue. (See Attachment A.) Starting at the beginning of HFHI’s fiscal year (and ours), July 1st, we will receive an invoice that is payable in quarterly installments. Finally, we will receive a statement each quarter, beginning in October, reflecting an amount due to HFHI equal to one fourth (25%) of the fee less the credit for our share of net direct marketing revenue. The share of net direct marketing revenue is dependent upon the chosen phase-in path.

Phase-in Options

In order to allow for an adjustment period to the new fee there are three phase-in paths spanning the next three fiscal years. These paths represent different amounts of fee payments and net direct marketing revenue sharing. We are required to select a path each year and notify HFHI by March 15th. It is assumed that we will stay on our chosen path for all three years unless we notify HFHI otherwise. Note that we can only advance toward Path 3, Full participation, and cannot regress toward less participation. The figure below shows the three paths available and the associated fee and net direct marketing revenue sharing options.

	Year 1 (FY2025)	Year 2 (FY2026)	Year 3 (FY2027)	Year 4 (FY2028 & beyond)
Path 1- Foundation	<ul style="list-style-type: none"> ▶ Pay 30% of the Habitat 2.0 fee (the minimum fee is \$3,000). ▶ Receive 0% of the net direct marketing revenue share dollars. 	<ul style="list-style-type: none"> ▶ Pay 30% of the Habitat 2.0 fee (the minimum fee is \$3,000). ▶ Receive 0% of the net direct marketing revenue share dollars. 	<ul style="list-style-type: none"> ▶ Pay 30% of the Habitat 2.0 fee (the minimum fee is \$3,000). ▶ Receive 0% of the net direct marketing revenue share dollars. 	<ul style="list-style-type: none"> ▶ “Full participation,” extension or continuation of Path 1 to be reevaluated and communicated by FY 2027.
Path 2- On Ramp	<ul style="list-style-type: none"> ▶ Pay 40% of the Habitat 2.0 fee (the minimum fee is \$5,000). ▶ Receive 30% of the net direct marketing revenue share dollars. 	<ul style="list-style-type: none"> ▶ Pay 70% of the Habitat 2.0 fee (the minimum fee is \$5,000). ▶ Receive 50% of the net direct marketing revenue share dollars. 	<ul style="list-style-type: none"> ▶ Pay 100% of the Habitat 2.0 fee (the minimum fee is \$5,000). ▶ Receive 70% of the direct marketing revenue share dollars. (Equivalent to Path 3) 	<ul style="list-style-type: none"> ▶ Same as year prior.
Path 3 - Full	<ul style="list-style-type: none"> ▶ Pay 100% of the Habitat 2.0 fee (the minimum fee is \$5,000). ▶ Receive 70% of the direct marketing revenue share dollars. 	<ul style="list-style-type: none"> ▶ Same as year prior. 	<ul style="list-style-type: none"> ▶ Same as year prior. 	<ul style="list-style-type: none"> ▶ Same as year prior.

Recommendation

The Finance Committee has reviewed the phase-in options and has projected the outlays for the next three fiscal years as shown below. The Finance Committee recommends the adoption of Path 2 as this will minimize the projected net payable amount in each fiscal year and will minimize the total three-year outlay.

ASSUMPTIONS:	PPFH Values				
Habitat 2.0 Fee	\$ 105,000				
Annual Net DM Available	\$ 113,330				
		Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	TOTAL 3 YEARS
Path 1: Foundation	% of fee	30%	30%	30%	
	% of DM	0%	0%	0%	
	Fee \$	\$ 31,500	\$ 31,500	\$ 31,500	\$ 94,500
	DM \$	\$ -	\$ -	\$ -	\$ -
	Net Out	\$ 31,500	\$ 31,500	\$ 31,500	\$ 94,500
Path 2: On-Ramp	% of fee	40%	70%	100%	
	% of DM	30%	50%	70%	
	Fee \$	\$ 42,000	\$ 73,500	\$ 105,000	\$ 220,500
	DM \$	\$ 33,999	\$ 56,665	\$ 79,331	\$ 169,995
	Net Out	\$ 8,001	\$ 16,835	\$ 25,669	\$ 50,505
Path 3: Full Participation	% of fee	100%	100%	100%	
	% of DM	70%	70%	70%	
	Fee \$	\$ 105,000	\$ 105,000	\$ 105,000	\$ 315,000
	DM \$	\$ 79,331	\$ 79,331	\$ 79,331	\$ 237,993
	Net Out	\$ 25,669	\$ 25,669	\$ 25,669	\$ 77,007

Attachments

- A. Habitat 2.0 Fee Notification



Habitat 2.0 Fee Notification

Pikes Peak HFH

Date: Jan 18, 2024

Notice

Your affiliate population band is determined by the 2020 decennial census for your GSA, which is:

Pikes Peak HFH — Population 730,395

Population Band 8: 450,000 - 749,999

The Revenue Band is based on a three-year rolling average of total revenue. Revenue is determined by using line 12 of the 990, line 9 of the 990 EZ or the filling of a 990N. The chart below shows the 990 total revenue data records obtained for each applicable year.

Tax Year	Revenue
2020	\$ 7,001,237
2021	\$ 4,953,456
2022	\$ 6,271,945

Pikes Peak HFH — Average annual revenue \$ 6,075,546

Revenue Band 10: \$4,500,000 - \$7,999,999

Description	Amount
Fee for FY2025	
Population band fee - Population Band 8: 450,000 - 749,999	\$ 50,000
Revenue band fee - Revenue Band 10: \$4,500,000 - \$7,999,999	\$ 55,000
Total annual fee for FY2025	\$ 105,000
Direct Marketing Revenue for FY23	
Gross DM Revenue	\$ 188,884
Less cost of DM @40%	-\$ 75,554
Net Direct Marketing Revenue	\$ 113,330

Affiliate fee phase-in path selection

For each of the first three years, affiliates will be required to select a fee path by March 15. The table below provides the respective path choices. The example revenue share is based on the direct marketing amount raised in the affiliate GSA in FY23. Actual results will differ from the examples provided.

	<input type="checkbox"/> Path 1 (@ 30% of fee and 0% of DM revenue share)	<input type="checkbox"/> Path 2 (@ 40% of fee and 30% of DM revenue share)	<input type="checkbox"/> Path 3 (@ 100% of fee and 70% of DM revenue share)
FY2025 annual fee	\$ 31,500	\$ 42,000	\$ 105,000
Affiliate's example direct marketing revenue share (based on FY23 net DM revenue)	\$ 0	\$ 33,999	\$ 79,331
Affiliate's example annual net payment or net direct marketing transfer for the next fiscal year (based on DM revenue share credit)	\$ 31,500	\$ 8,001	\$ 25,669

Notes: For the example annual net payment or net direct marketing transfer a negative number represents a transfer of funds to the affiliate and a positive number represents the amount owed by the affiliate.

Affiliates who choose Paths 1 and 2 are not eligible to choose a [collaborative fundraising tier](#) until they are in the equivalent year of the "Full" participation path. More information about the path choices can be found at [MyHabitat](#).



Board Statement

This grant request for \$5,000 in support of the Home Repair Program is respectfully submitted on behalf of, and under the direction of, the Pikes Peak Habitat for Humanity Board of Directors. Please find a complete list of the board members and their affiliations attached.

Kristina J. Lewis
CEO, Pikes Peak Habitat for Humanity

Date

Financials & Related Reports

FY 2024 Operations Dashboard

December 2023

Current Profit and Loss Highlights

Current Net Income (Loss)	\$	366,895
YTD Income (Loss)	\$	237,642



Board of Directors

Balance Sheet Summary

Finance Committee Notes

ASSETS		
Current Assets		
Checking/Savings	\$	1,949,043
Investment Cash/Equivalents		16,789
Investment Securities		1,533,266
Accounts Receivable		120,715
Other Current Assets		2,505,948
Total Current Assets	\$	6,125,762
Fixed Assets	\$	5,831,610
Other Assets		2,654,361
TOTAL ASSETS	\$	14,611,733
LIABILITIES & EQUITY		
Liabilities		
Total Current Liabilities	\$	568,325
Long Term Liabilities		3,387,529
Total Liabilities	\$	3,955,854
Total Equity		10,655,879
TOTAL LIABILITIES & EQUITY	\$	14,611,733

*Current net income (loss):
December was a positive month
RS's NI YTD is 1.45% of budget
Total contributions received YTD is .98% of budget and grants received YTD is 1.65% of budget
Investment account had a positive impact on the revenue for the month
YTD net income came in lower than the projected budget*

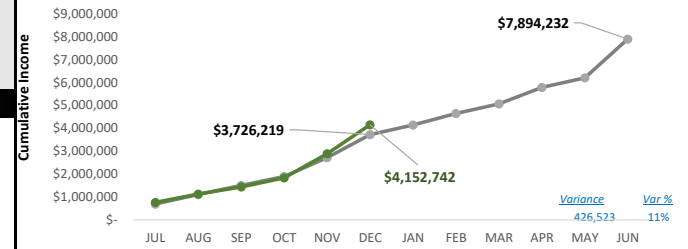
Ma Pending Major Disbursements

Operations	\$	1,949,043	56%
Short Term	\$	225,956	6%
Long Term	\$	1,324,099	38%
Total	\$	3,499,098	

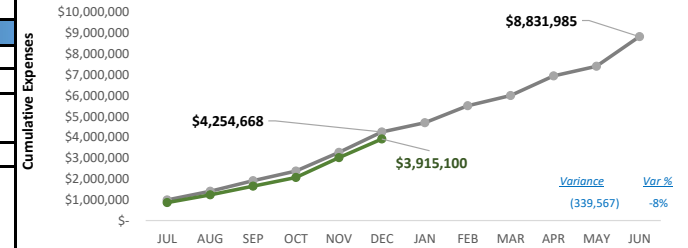
Item	Jan-24	Feb-24	Mar-24
Total	-	-	-

→ Operations Target is 3-months of operating expenses [*\$1,317,030*] or 15%, whichever is greater.

PPHFH YTD Income Performance



PPHFH YTD Expense Performance



Strategic Partnerships

ReStore Operations - Income & Expense Performance

Current Donation Performance

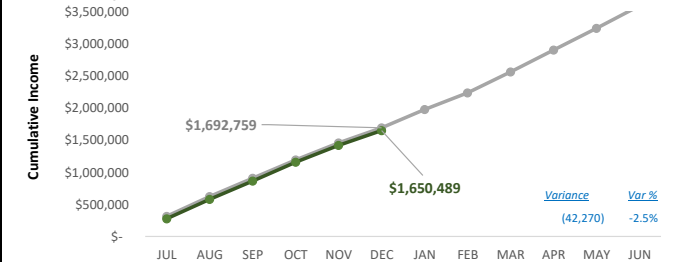
FY 2023	Actual	Budget	Variance	Var %
Indiv	\$ 163,447	\$ 127,000	\$ 36,447	29%
Bequest	\$ -	\$ -	\$ -	-
Corps	\$ 5,278	\$ 16,000	\$ (10,722)	-67%
Grants	\$ 93,333	\$ 5,500	\$ 87,833	1597%
Other	\$ 3,500	\$ 3,522	\$ (22)	-1%
Total	\$ 265,558	\$ 152,022	\$ 113,536	75%

YTD Donation Performance

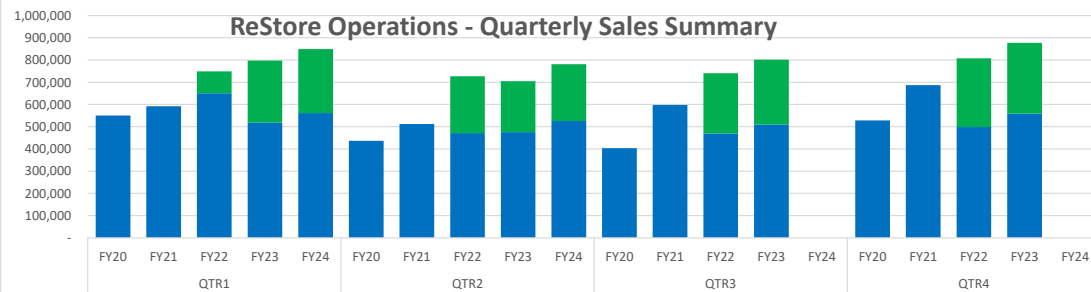
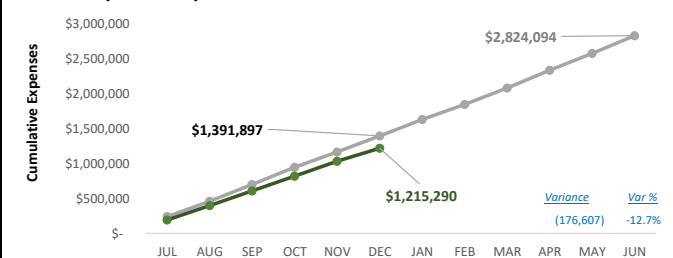
FY 2023	Actual	Budget	Variance	Var %
Indiv	\$ 300,108	\$ 264,500	\$ 35,608	13%
Bequest	\$ -	\$ -	\$ -	100%
Corps	\$ 53,746	\$ 89,500	\$ (35,754)	-40%
Grants	\$ 375,333	\$ 227,000	\$ 148,333	65%
Other	\$ 7,285	\$ 13,260	\$ (5,975)	-45%
Total	\$ 736,472	\$ 594,260	\$ 142,212	24%



ReStore Ops YTD Income Performance



ReStore Ops YTD Expense Performance

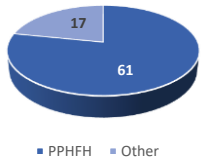


Homeowner Services

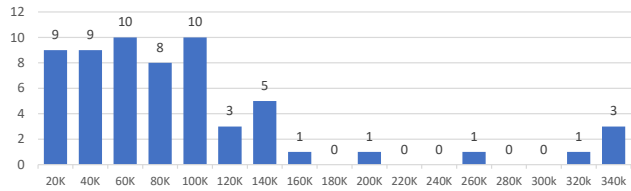
Total Active Mortgages: 78

Total Portfolio Value: \$5,281,294

Loans Serviced



61 Active PPHFH Mortgages



Delinquency Report

Current Status ▲

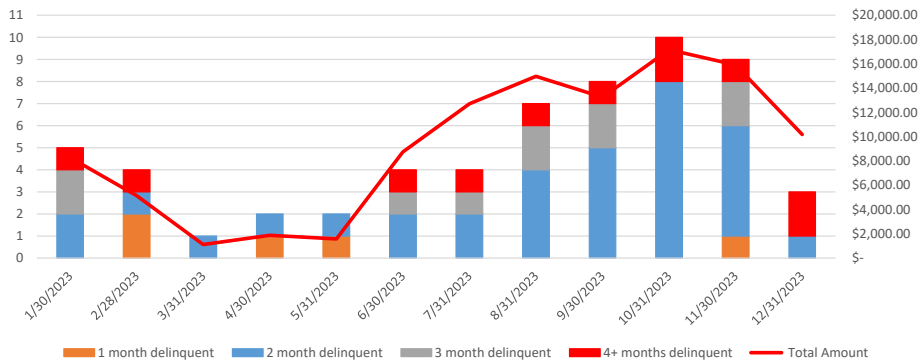
▲ Healthy

▲ Needs Attention

▲ Major Problem

MONTHS DELINQUENT	# Loans	\$Amt	% portfolio at risk
Less than 1 month behind	0	\$ -	0.00%
<i>Last month</i>	0	\$0.00	0.00%
1 month behind	0	\$ -	0.00%
2 months behind	1	\$ 2,069.50	1.30%
3 months behind	0	\$ -	0.00%
4+ months behind	2	\$ 8,107.92	2.60%
Total	3	\$ 10,177.42	3.90%
<i>Last month</i>	9	\$ 15,892.61	11.39%
<i>December 2022</i>	7	\$ 9,107.98	8.75%

Number & Dollar Amount of Delinquencies

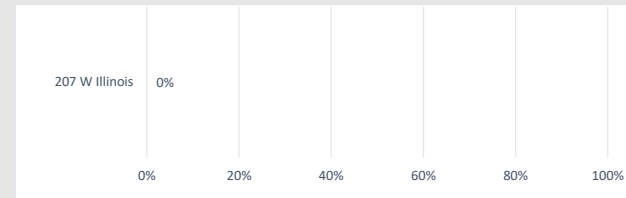


Construction

Active Building Progress

Micah's View

Fountain, CO



% Site Completion

3 Home Site

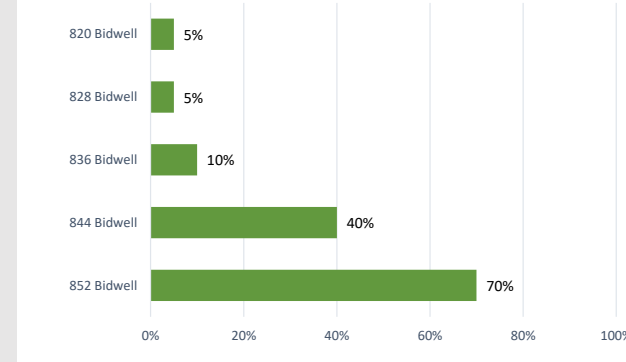
Micah's View



66%

The Ridge at Sand Creek

Colorado Springs, CO



30 Home Site

Sand Creek



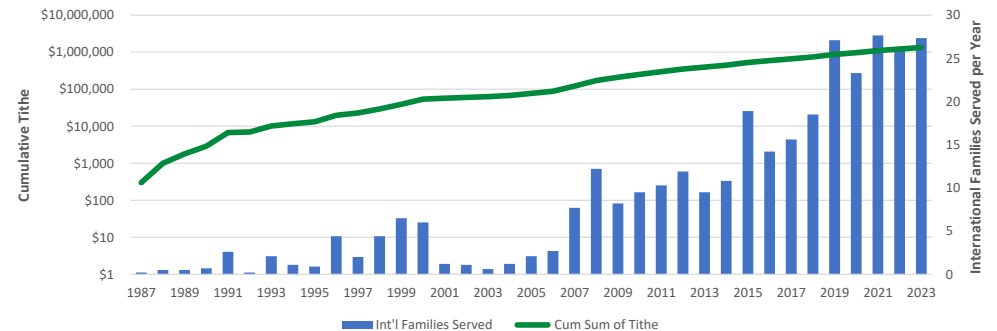
43%

Repair Program

Repair Category	Budgeted Applicants	In Process	Complete
Critical/Home Repairs	44	4	20
Capable	25	5	18

Affiliate Tithe Impact

Tithe History and Impact





Your Ameriprise statement

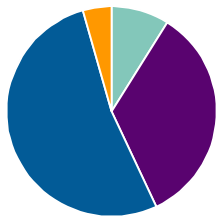
for December 1, 2023 to December 31, 2023

PREPARED FOR PIKES PEAK HABITAT FOR HUMANITY

Value of your investment accounts

	This month	This year
Beginning value	\$1,153,913.27	\$1,080,901.51
Net deposits & withdrawals	\$0.00	\$546.12
Dividends, interest & income	\$14,290.21	\$42,084.24
Change in value	\$17,046.65	\$61,718.26
Ending value	\$1,185,250.13	\$1,185,250.13

Your asset allocation



Asset class	Value on Dec 31, 2023	Percent of assets
Cash & cash investments*	\$105,435.85	8.9%
Fixed income	\$404,630.02	34.1%
Equities	\$622,937.94	52.6%
Alternatives	\$52,246.32	4.4%
Total assets	\$1,185,250.13	100%

*Cash investments includes cash held inside pooled investments (e.g. mutual funds), as part of a manager's investment strategy, and is not directly accessible unless you sell some of that investment. For details visit ameriprise.com/allocation.

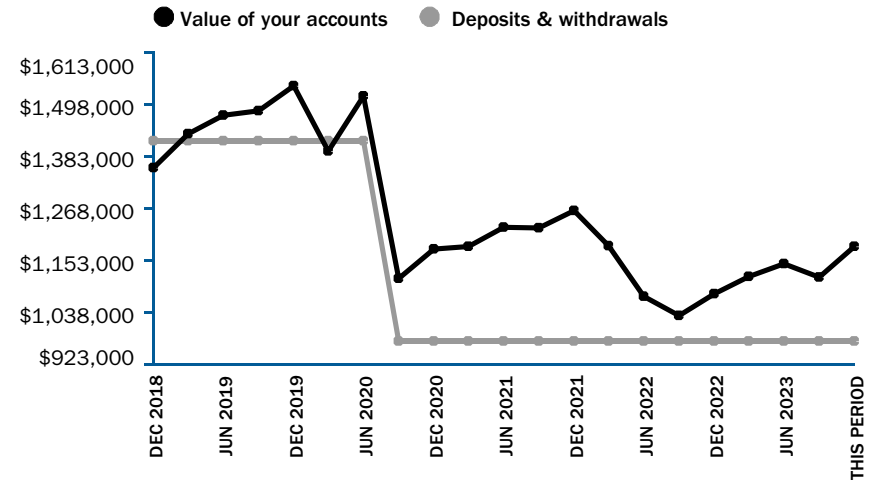
114810

Your personal advisor
Bryan Sanson CRPC™ APMA™

Performance Wealth Strategies

A private wealth advisory practice of Ameriprise Financial Services, LLC
2438 Research Pkwy
Ste 105
Colorado Springs, CO 80920-1094
719.328.1050 Ext. 127
Bryan.Sanson@ampf.com
www.ameripriseadvisors.com/bryan.sanson

Value of your investment accounts over time



This chart provides a five-year view of your account values. The black line shows the value of your accounts, while the gray line shows your net contributions (deposits less withdrawals).

Get all the details online at ameriprise.com. Click the Portfolio tab to find your latest account value, activity and asset allocation.

Prepare for tax season

With the secure site on ameriprise.com, you can choose to receive your tax documents online only, rather than in the mail. We'll send you an email as soon as they're ready to view. Visit ameriprise.com/edelivery for more information.

Important information about documents that go with this statement

One or more documents are intended to accompany this statement, including regulatory notices or disclosures. You can view an electronic version of each document by clicking the following document title(s):

[We're letting you know about updates to the Regulation Best Interest Disclosure](#)

Clarifying updates were made in the **Overview of Compensation Received by our Firm and our Affiliates** section for money market funds, and in the **Scope of Services** section for commercial paper. Please visit ameriprise.com/bestinterest for the full disclosure.

[We're letting you know about updates made to the Other Important Brokerage Disclosures](#)

We are notifying you of a recent revision to the Ameriprise Other Important Brokerage Disclosures, made to enhance clarity. These documents can be found at ameriprise.com/disclosures.

Important Tax Information

Important tax mailing dates:

- | | |
|---|--------------------------------|
| • IRA/Retirement/Education Plans, Insurance and Banking | January 31 |
| • 1099 Consolidated Tax Statement | February 15 |
| • Amendments due to income reclassifications* | Late February through April 15 |
| • IRA/Retirement Plans with contributions/changes | May 31 |

For information on how to download your tax information and a complete list of other tax season resources, please visit www.ameriprise.com/taxes.

Reminder: Your annual statement will be available on ameriprise.com beginning mid-January. **This is available online only.**

Go Paperless! If you don't receive your documents electronically, consider signing up today. We will notify you with an email when they are ready to view online. Simply log in to ameriprise.com, click on Profile, then [Communication Preferences](#). It's convenient and secure.

*Once your original consolidated 1099 is issued, your advisor can help you determine if assets you hold are likely to have a late prior-year income reclassification. This will increase the likelihood you'll receive an amended 1099. Most amendments will be processed by April 15, but they can occur later.

Summary of your accounts

The first page, the Summary of your account pages and the Important disclosures page constitute a Summary Statement provided by AEIS which includes both brokerage and managed accounts held by AEIS, and other assets held by various Ameriprise affiliated entities responsible for providing underlying account statements. Summary statements that include brokerage may include held away assets; refer to Brokerage Statement pages for details. Each product has detail pages in the statement provided by those entities pursuant to those regulations. Any information in the summary statement is provided for convenience purposes, including assets not held by AEIS or AFS. The underlying product pages are the official record of your account. See Important disclosures page for responsibilities of each legal entity.

Should you choose to sell your entire portfolio or a holding in an account; the total amount received may not be the same as the ending value noted here due to sales or surrender charges, tax withholding, outstanding loans or other fees that may apply at the time of sale.

Page		Beginning value	Deposits	Withdrawals	Dividends, interest & income	Change in value	Ending value
Trust & business accounts							
PIKES PEAK HABITAT FOR HUMANITY							
4	AMERIPRISE BROKERAGE ACCOUNT 🔗 Available cash: \$340.24	\$340.16	\$0.00	\$0.00	\$0.08	\$0.00	\$340.24
6	AMERIPRISE STRATEGIC PORTFOLIO SERVICE ADVISOR	\$1,153,573.11	\$0.00	\$0.00	\$14,290.13	\$17,046.65	\$1,184,909.89
Total personal investment accounts		\$1,153,913.27	\$0.00	\$0.00	\$14,290.21	\$17,046.65	\$1,185,250.13
Total of all accounts		\$1,153,913.27	\$0.00	\$0.00	\$14,290.21	\$17,046.65	\$1,185,250.13

Ameriprise Brokerage Account

Account #: 0000 8398 9385 6 133

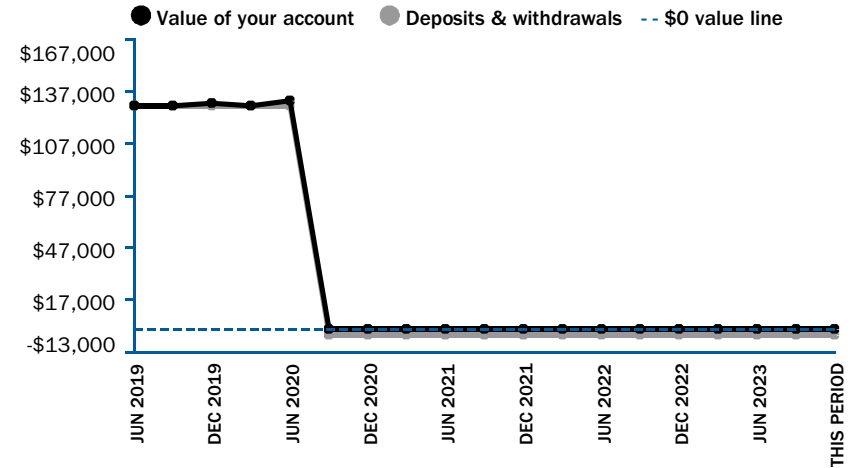
PIKES PEAK HABITAT FOR HUMANIT

Investment time frame: 4-7 years; **Risk tolerance:** Conservative; **Investment objective:** Capital Preservation, Income; **Liquidity needs:** 1-6 Years
See the Disclosures at the end of your statement for definitions of these suitability terms.

Value of your account

	This period	This year
Beginning value	\$340.16	\$339.29
Income		
Interest	\$0.08	\$0.95
Ending value	\$340.24	\$340.24

Value of your account over time



Summary of your holdings

Asset	Value of assets	Percent of account
Cash and equivalents	\$340.24	100.0%
Ending value	\$340.24	100.0%

Your holdings

Description	Ending value this period ⁷	Ending value last period	Net change this period	Estimated	
				Annual income	Yield
Cash and equivalents					
Ameriprise Insured Money Market (AIMMA) ²	\$340.24			\$0.94	0.28%
Ameriprise Bank FSB Minneapolis MN	\$340.24				
Total Cash and equivalents⁵	\$340.24	\$340.16	\$0.08	\$0.94	
Total account holdings	\$340.24	\$340.16	\$0.08	\$0.94	

² Ameriprise Insured Money Market Account (AIMMA) deposits are FDIC-insured with applicable limits when placed with program Banks, represent direct obligations of the program Banks, and are not covered by SIPC. AIMMA deposits placed in the Dreyfus money market mutual fund, if applicable, are not FDIC-insured, but rather are securities covered by SIPC. You may opt out of depositing your funds at listed program Banks as outlined in your Other Important Brokerage Disclosures.

⁵ Any balances held in AIMMA, ABISA or a money market mutual fund serving as your sweep account can be liquidated at your request and the proceeds held as cash in the account or remitted to you per your instructions. Annual percentage yield earned (APYE) and interest paid during the statement period are shown in your account activity.

Ameriprise Brokerage Account (continued)

Account #: 0000 8398 9385 6 133

⁷ Ending value amounts for Your holdings represent information posted as of trade date and thus may include transactions that have not settled as of the date of this statement. Total Value is derived from both assets held by the firm in your account, as well as assets held away which is reported for convenience purposes.

See the Disclosures section of this statement for more information.

Your account activity

Date	Transaction	Description	Symbol/ CUSIP	Quantity	Price	Amount
Income						
12/29/2023	INTEREST	AMERIPRISE INSURED MONEY MARKET ACCOUNT 122923 340 APYE .27%				\$0.08
Other activity						
12/29/2023	INTEREST REINVEST	AMERIPRISE INSURED MONEY MARKET ACCOUNT				-\$0.08

Additional information about your account

Cash sweep options allow you to manage cash awaiting investment. For long term cash holdings, other product solutions may be more appropriate and also have the potential to provide a higher return than your cash sweep option.

As required by the Internal Revenue Service (IRS), American Enterprise Investment Services, Inc. (AEIS) generates and sends IRS Forms 1099 to Ameriprise clients whose accounts during the previous tax year had:

- \$10 or more in dividend income **and/or**
- \$10 or more in interest, royalties, or original issue discount (OID) income **and/or**
- \$A sell, buy to cover, or other 1099-B reportable transaction **and/or**
- \$600 or more in miscellaneous income

Your account did not meet any of the above IRS broker reporting thresholds, so **we don't expect to send you IRS Forms 1099 for this account for 2023¹**. However, you still may receive tax statements for your other Ameriprise accounts.

Please be aware, though, that broker reporting requirements differ from your income tax filing requirements. While we don't expect to create a 1099 form for this account, the income can still be taxable, and it will be important for you to speak with a tax advisor regarding this income.

¹ Certain accounts are non-reportable and do not receive 1099s.

AMERIPRISE STRATEGIC PORTFOLIO SERVICE ADVISOR

Account #: 0000 7564 2115 2 133

PIKES PEAK HABITAT FOR HUMANIT

Investment time frame: 11+ years; Risk tolerance: Moderate; Investment objective: Growth With Income; Liquidity needs: 1-6 Years
See the Disclosures at the end of your statement for definitions of these suitability terms.

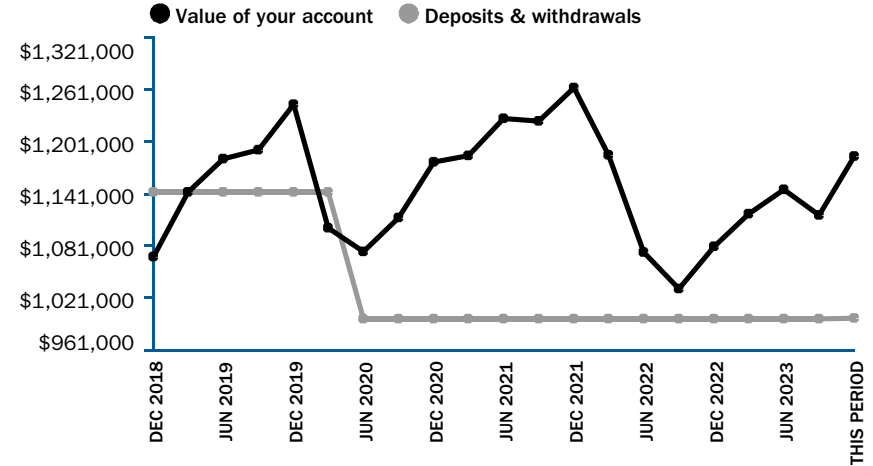
Value of your account

	This period	This year
Beginning value	\$1,153,573.11	\$1,080,562.22
Deposits		
Other deposits	\$0.00	\$546.12
Income		
Dividends	\$6,322.76	\$34,057.54
Interest	\$3.47	\$61.85
Capital gains	\$7,963.90	\$7,963.90
Total income	\$14,290.13	\$42,083.29
Change in value	\$17,046.65	\$61,718.26
Ending value	\$1,184,909.89	\$1,184,909.89

Summary of your holdings

Asset	Value of assets	Percent of account
Cash and equivalents	\$16,789.38	1.4%
Mutual funds	\$953,220.69	80.5%
ETFs and closed-end funds	\$214,899.82	18.1%
Ending value	\$1,184,909.89	100.0%

Value of your account over time



Summary of your realized gains and losses

	This period	This year
Net mutual fund gains and losses	-\$3,248.05	-\$45,152.02

"Investment" includes all non-mutual fund security types with reportable gain/loss information.

Gain/Loss amounts are not a measure of investment return or performance. These amounts estimate the gain or loss on your securities and are provided for informational purposes only. For investment performance information please contact your financial advisor. For tax purposes, please consult your tax advisor. See the "Estimated Cost Basis footnote" section of this statement for more information.

AMERIPRISE STRATEGIC PORTFOLIO SERVICE ADVISOR (continued)

Account #: 0000 7564 2115 2 133

Your holdings

Description	Ending value this period ⁷	Ending value last period	Net change this period	Estimated	
				Annual income	Yield
Cash and equivalents					
Ameriprise Insured Money Market (AIMMA) ²	\$16,789.38			\$50.37	0.30%
Ameriprise Bank FSB Minneapolis MN	\$14,988.89				
Synchrony Bank Draper UT	\$1,800.49				
Total Cash and equivalents⁵	\$16,789.38	\$11,080.76	\$5,708.62	\$50.37	

Description	Symbol/ CUSIP	Quantity	X	Market price	Ending value this period ⁷	Ending value last period	Net change this period	Estimated			
								Total cost basis ¹	Unrealized gain/loss	Annual income	Yield
Mutual funds											
BLACKROCK INCOME INSTL CL	BMSIX	5,516.539		\$8.96	\$49,428.18	\$48,324.88	\$1,103.30	\$56,763.61	-\$7,335.43	\$2,844.87	5.76%
CALAMOS MARKET NEUTRAL INCOME CL I	CMNIX	3,684.508		\$14.18	\$52,246.32	\$52,494.79	-\$248.47	\$49,519.21	\$2,727.10	\$868.80	1.66%
JOHN HANCOCK BOND CL I	JHBIX	5,018.850		\$13.60	\$68,256.36	\$65,797.12	\$2,459.24	\$69,499.99	-\$1,243.64	\$2,779.94	4.07%
JPMORGAN HEDGED EQUITY CL I	JHEQX	4,261.390		\$28.23	\$120,299.03	\$119,404.14	\$894.89	\$89,093.62	\$31,205.41	\$1,148.87	0.96%
JPMORGAN HEDGED EQUITY 3 CL I	JHQTX	3,901.561		\$16.65	\$64,960.99	\$0.00	\$64,960.99	\$64,999.99	-\$39.01	\$582.50	0.90%
JPMORGAN HEDGED EQUITY 2 CL I	JHQDX	5,157.878		\$15.84	\$81,700.78	\$81,288.15	\$412.63	\$84,409.23	-\$2,708.45	\$793.28	0.97%
EASTERLY INCOME OPPTYS CL I	JSVIX	10,526.316		\$9.61	\$101,157.89	\$100,105.26	\$1,052.63	\$99,999.99	\$1,157.90	\$7,015.78	6.94%
FEDERATED HERMES U S TREASURY CASH RESERVES INSTL CL	UTIXX	59,250.000		\$1.00	\$59,250.00	\$73,250.00	-\$14,000.00	\$59,250.00	\$0.00	\$3,063.22	5.17%
	Moody's = AAA										
PIONEER MULTI ASSET ULTRASHORT INCOME CL Y	MYFRX	5,420.967		\$9.63	\$52,203.91	\$52,149.70	\$54.21	\$51,999.99	\$203.91	\$2,949.00	5.65%
PRINCIPAL BLUE CHIP INSTL CL	PBCKX	2,043.158		\$39.34	\$80,377.83	\$77,129.21	\$3,248.62	\$60,903.26	\$19,474.57	\$0.00	0.00%
PGIM GOVT INCOME CL Z	PGVZX	3,082.614		\$7.97	\$24,568.43	\$23,766.95	\$801.48	\$24,999.99	-\$431.57	\$881.01	3.59%
PGIM TOTAL RETURN BOND CL Z	PDBZX	5,881.532		\$12.05	\$70,872.46	\$68,343.40	\$2,529.06	\$84,966.21	-\$14,093.75	\$4,118.24	5.81%
TRANSAMERICA SHORT TERM BOND CL I	TSTIX	6,145.691		\$9.74	\$59,859.03	\$45,345.38	\$14,513.65	\$58,999.99	\$859.03	\$2,064.33	3.45%
ALLSPRING SPECIAL MID CAP VALUE INSTL CL	WFMIX	1,481.051		\$45.94	\$68,039.48	\$64,750.56	\$3,288.92	\$67,258.40	\$781.07	\$672.69	0.99%
Total Mutual funds					\$953,220.69	\$872,149.54	\$81,071.15	\$922,663.48	\$30,557.14	\$29,782.53	
ETFs and closed-end funds											
ISHARES CORE DIVIDEND GROWTH ETF	DGRO	3,502.789		\$53.82	\$188,520.10	\$180,954.07	\$7,566.03	\$126,958.70	\$61,561.40	\$4,466.05	2.37%
PACER U S CASH COWS 100 ETF	COWZ	507.400		\$51.99	\$26,379.72	\$25,461.33	\$918.39	\$24,195.94	\$2,183.79	\$519.12	1.97%
Total ETFs and closed-end funds					\$214,899.82	\$206,415.40	\$8,484.42	\$151,154.64	\$63,745.19	\$4,985.17	
Total account holdings					\$1,184,909.89	\$1,089,645.70	\$95,264.19	\$1,073,818.12	\$94,302.33	\$34,818.07	

AMERIPRISE STRATEGIC PORTFOLIO SERVICE ADVISOR (continued)

Account #: 0000 7564 2115 2 133

¹ Total cost basis reflects the amount you have invested "out-of-pocket" over time plus any automatically reinvested earnings. Each time a new purchase or a sale is made, your Total cost basis is adjusted accordingly. Total cost basis is not a measure of your initial investment amount, but rather an estimate of the unrealized gain or loss on the securities you have purchased. Total cost basis amounts on your statement are provided for informational purposes only and may be incomplete or unavailable for some of your holdings at this time. For investment performance information contact your financial advisor. For tax preparation, please refer to your year-end tax package and consult your tax advisor.

² Ameriprise Insured Money Market Account (AIMMA) deposits are FDIC-insured with applicable limits when placed with program Banks, represent direct obligations of the program Banks, and are not covered by SIPC. AIMMA deposits placed in the Dreyfus money market mutual fund, if applicable, are not FDIC-insured, but rather are securities covered by SIPC. You may opt out of depositing your funds at listed program Banks as outlined in your Other Important Brokerage Disclosures.

⁵ Any balances held in AIMMA, ABISA or a money market mutual fund serving as your sweep account can be liquidated at your request and the proceeds held as cash in the account or remitted to you per your instructions. Annual percentage yield earned (APYE) and interest paid during the statement period are shown in your account activity.

⁷ Ending value amounts for Your holdings represent information posted as of trade date and thus may include transactions that have not settled as of the date of this statement. Total Value is derived from both assets held by the firm in your account, as well as assets held away which is reported for convenience purposes.

See the Disclosures section of this statement for more information.

Your account activity

Date	Transaction	Description	Symbol/ CUSIP	Quantity	Price	Amount
Trade activity						
Securities purchased						
12/12/2023	DIV REIN LT CAP GAIN	ALLSPRING SPECIAL MID CAP VALUE INSTL CL REINVEST AT 44.540	WFMIX	57.141		-\$2,545.04
12/12/2023	DIV REIN ST CAP GAIN	ALLSPRING SPECIAL MID CAP VALUE INSTL CL REINVEST AT 44.540	WFMIX	4.875		-\$217.13
12/19/2023	PURCHASE	JPMORGAN HEDGED EQUITY 3 CL I	JHQTX	3,901.561	\$16.6600	-\$65,000.00
12/19/2023	PURCHASE	TRANSAMERICA SHORT TERM BOND CL I	TSTIX	1,441.813	\$9.7100	-\$14,000.00
12/22/2023	DIV REIN LT CAP GAIN	CALAMOS MARKET NEUTRAL INCOME CL I REINVEST AT 14.170	CMNIX	69.793		-\$988.97
12/22/2023	DIV REIN ST CAP GAIN	CALAMOS MARKET NEUTRAL INCOME CL I REINVEST AT 14.170	CMNIX	58.157		-\$824.09
Total Securities purchased						-\$83,575.23
Securities sold						
12/19/2023	SALE	AMERICAN CENTURY EQUITY INCOME CL I	ACIIX	-7,339.543	\$8.4100	\$61,725.56
12/19/2023	SALE	FEDERATED HERMES U S TREASURY CASH RESERVES INSTL CL	UTIXX	-14,000.000	\$1.0000	\$14,000.00
Total Securities sold						\$75,725.56
Total Trade activity						-\$7,849.67

AMERIPRISE STRATEGIC PORTFOLIO SERVICE ADVISOR (continued)

Account #: 0000 7564 2115 2 133

Your account activity - continued

Date	Transaction	Description	Symbol/ CUSIP	Quantity	Price	Amount
Income						
11/30/2023	DIVIDEND	BLACKROCK INCOME INSTL CL 113023 5,516.53900	BMSIX			\$324.43
11/30/2023	DIVIDEND	JOHN HANCOCK BOND CL I 113023 5,018.85000	JHBIX			\$239.77
11/30/2023	DIVIDEND	FEDERATED HERMES U S TREASURY CASH RESERVES INSTL CL 113023 73,250	UTIXX			\$309.06
11/30/2023	DIVIDEND	PIONEER MULTI ASSET ULTRASHORT INCOME CL Y 113023 5,420.96700	MYFRX			\$284.60
11/30/2023	DIVIDEND	PGIM TOTAL RETURN BOND CL Z 113023 5,881.53200	PDBZX			\$292.05
11/30/2023	DIVIDEND	PGIM GOVT INCOME CL Z 113023 3,082.61400	PGVZX			\$77.83
12/01/2023	DIVIDEND	TRANSAMERICA SHORT TERM BOND CL I 120123 4,703.87800	TSTIX			\$112.18
12/12/2023	SHORT TERM CAP GAIN	ALLSPRING SPECIAL MID CAP VALUE INSTL CL 121223 1,419.03500	WFMIX			\$217.13
12/12/2023	LONG TERM CAP GAIN	ALLSPRING SPECIAL MID CAP VALUE INSTL CL 121223 1,419.03500	WFMIX			\$2,545.04
12/18/2023	DIVIDEND	ALLSPRING SPECIAL MID CAP VALUE INSTL CL 121823 1,481.05100	WFMIX			\$866.95
12/19/2023	SHORT TERM CAP GAIN	AMERICAN CENTURY EQUITY INCOME CL I 121923 7,339.54300	ACIIX			\$65.32
12/19/2023	LONG TERM CAP GAIN	AMERICAN CENTURY EQUITY INCOME CL I 121923 7,339.54300	ACIIX			\$3,323.35
12/19/2023	DIVIDEND	AMERICAN CENTURY EQUITY INCOME CL I 121923 7,339.54300	ACIIX			\$464.59
12/21/2023	DIVIDEND	JPMORGAN HEDGED EQUITY CL I 122123 4,261.39000	JHEQX			\$395.76
12/21/2023	DIVIDEND	JPMORGAN HEDGED EQUITY 2 CL I 122123 5,157.87800	JHQDX			\$274.45
12/21/2023	DIVIDEND	JPMORGAN HEDGED EQUITY 3 CL I 122123 3,901.56100	JHQTX			\$202.33
12/21/2023	SHORT TERM CAP GAIN	CALAMOS MARKET NEUTRAL INCOME CL I 122123 3,556.55800	CMNIX			\$824.09
12/21/2023	LONG TERM CAP GAIN	CALAMOS MARKET NEUTRAL INCOME CL I 122123 3,556.55800	CMNIX			\$988.97
12/21/2023	DIVIDEND	CALAMOS MARKET NEUTRAL INCOME CL I 122123 3,556.55800	CMNIX			\$678.34

AMERIPRISE STRATEGIC PORTFOLIO SERVICE ADVISOR (continued)

Account #: 0000 7564 2115 2 133

Your account activity - continued

Date	Transaction	Description	Symbol/ CUSIP	Quantity	Price	Amount
Income						
12/27/2023	DIVIDEND	ISHARES CORE DIVIDEND GROWTH ETF 122723 3,502.78900	DGRO			\$1,296.21
12/27/2023	DIVIDEND	EASTERLY INCOME OPPTYS CL I 122723 10,526.31600	JSVIX			\$504.21
12/29/2023	INTEREST	AMERIPRISE INSURED MONEY MARKET ACCOUNT 122923 16,789 APYE .30%				\$3.47
Total Income						\$14,290.13
Fees						
12/14/2023	FEE	ASSET-BASED BILL VAL 1,153,573.11 12/01/23 THRU 12/31/23				-\$734.80
12/15/2023	REBATE FEES	12B-1 REBATE FEDERATED F				\$2.96
Total Fees						-\$731.84

Asset-based fee rate changes are communicated separately, contact your financial advisor for current account fee rate information.

Other activity

12/29/2023	INTEREST REINVEST	AMERIPRISE INSURED MONEY MARKET ACCOUNT				-\$3.47
------------	-------------------	---	--	--	--	---------

An investment in money market funds is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Fund seeks to maintain the value of your investment at \$1.00 per share, it is possible to lose money by investing in the Fund.

Your cash sweep activity

Date	Transaction	Description	Amount
12/01/2023	PURCHASE	AMERIPRISE INSURED MONEY MARKET ACCOUNT	-\$1,639.92
12/14/2023	SALE	AMERIPRISE INSURED MONEY MARKET ACCOUNT	\$734.80
12/18/2023	PURCHASE	AMERIPRISE INSURED MONEY MARKET ACCOUNT	-\$869.91
12/20/2023	SALE	AMERIPRISE INSURED MONEY MARKET ACCOUNT	\$2,809.85
12/21/2023	PURCHASE	AMERIPRISE INSURED MONEY MARKET ACCOUNT	-\$4,261.21
12/22/2023	PURCHASE	AMERIPRISE INSURED MONEY MARKET ACCOUNT	-\$678.34
12/27/2023	PURCHASE	AMERIPRISE INSURED MONEY MARKET ACCOUNT	-\$1,800.42

AMERIPRISE STRATEGIC PORTFOLIO SERVICE ADVISOR (continued)

Account #: 0000 7564 2115 2 133

Your realized gains and losses details

Date sold	Quantity	Description	Covered	Date acquired	Cost basis	Proceeds	Gain or loss		
Mutual Fund Gain or Loss									
12/19/2023	7339.543	AMERICAN CENTURY	-	EQUITY INCOME CL F*	VARIOUS	\$64,973.61	\$61,725.56	-\$3,248.05	
12/19/2023	14000.000	FEDERATED HERMES RESERVES INSTL CL	-	U S TREASURY CASH	No	07/18/2023	\$14,000.00	\$14,000.00	\$0.00
Total Mutual Fund Gain or Loss					\$78,973.61	\$75,725.56	-\$3,248.05		

*You specifically identified these shares for sale.

Additional information about your account

Cash sweep options allow you to manage cash awaiting investment. For long term cash holdings, other product solutions may be more appropriate and also have the potential to provide a higher return than your cash sweep option.

Additional important disclosures

Throughout these disclosures, Ameriprise Financial Services, LLC, the introducing firm, and American Enterprise Investment Services, Inc., the clearing firm, will be abbreviated as AFS and AEIS respectively. The affiliates RiverSource Life Insurance Co. and RiverSource Life Insurance Co NY will be abbreviated as RVS.

Agreements and disclosures: You may access current versions of documents including agreements, disclosures and fee documentation governing brokerage and managed accounts on our website at ameriprise.com/disclosures.

FINRA public disclosure program: An investor brochure describing FINRA's Public Disclosure Program is available on FINRA's Web Site (FINRA.org) or by calling 800.289.9999.

Municipal securities: AEIS and AFS are registered with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board (MSRB). The MSRB makes available at its website, www.msrb.org, an investor brochure, which describes the protections that may be provided by the MSRB, and how to file a complaint regarding municipal securities with the appropriate regulatory authority.

Ameriprise® Managed Accounts: It is important to review your personal financial condition on a periodic basis. Contact your financial advisor if there are any changes to your financial condition, investment objectives, or if you would like to request any reasonable investment restrictions on the trading or management of your discretionary managed account(s).

For most mutual funds, a share class that does not have a sales-load and does not assess 12b-1 fees (collectively "Advisory Shares") is offered in all Ameriprise Managed Account Programs as the only mutual fund share class, where available to us through a selling agreement. If not available to us through a selling agreement or if the mutual fund does not offer an Advisory Share class, we offer Class A shares that may pay a 12b-1 fee or a no-load share class that does not have a sales-load but that may pay a 12b-1 fee. The share class offered by AFS for a particular mutual fund is the only share class we allow for additional purchase within your managed account. Where share classes that do not match the Advisory Share class or other share class offered by AFS for a particular mutual fund ("Non-Matching Shares") are transferred into your account, we may convert Non-Matching Shares to an Advisory Share class of the same mutual fund, as long as the mutual fund company allows these conversions to be processed on a tax-free exchange basis for non-qualified account holdings. In this event, you will see activity for the removal of the Non-Matching Shares and activity for the receipt of the Advisory Share positions on the same date. Any 12b-1 fees received by AFS will be promptly rebated to your Managed Account and you will see a 12b-1 rebate credit on your statement activity.

Managed Account Client Disclosure Brochure:

SPS programs: Available at no cost to you are the updated Ameriprise® Managed Accounts Client Disclosure Brochure, or for a consolidated advisory fee relationship the Ameriprise Managed Accounts and Financial Planning Service Disclosure Brochure for a full description of services offered, including fees and expenses. These brochures are available at ameriprise.com/disclosures, or you may contact your financial advisor, write to Ameriprise Financial Services, LLC at 2661 Ameriprise Financial Center, Minneapolis, MN 55474 or call 800.297.6663.

All other programs: Available at no cost to you are the updated Ameriprise® Managed Accounts Client Disclosure Brochure, or for a consolidated advisory fee relationship the Ameriprise Managed Accounts and Financial Planning Service Disclosure Brochure for a full description of services offered by AFS, including fees and expenses. Also available to you is the updated disclosure brochure or a summary of material changes to the disclosure brochure, if any, for the applicable Advisory Service Provider(s) you chose to provide investment advisory services to your Account. These brochures are available at ameriprise.com/disclosures, or you may contact your financial advisor, write to Ameriprise Financial Services, LLC at 2661 Ameriprise Financial Center, Minneapolis, MN 55474 or call 800.297.6663.

Check deposits: Checks that should be made payable to AEIS include Ameriprise Brokerage, ONE Financial, Managed Accounts, 529 Plans and Variable Annuities. Checks that should be made payable to AFS include RiverSource Insurance and Annuities, Ameriprise Certificates, Financial

Plans and checks for multiple products that do *not* include funds to be sent to Brokerage or a Managed Account. Checks for deposit to an Ameriprise Bank Account should be made payable to the account owner/client or Ameriprise Bank. Checks for deposit into RiverSource Life of New York accounts should be made payable to RiverSource Life of New York. Checks for RAVA 5 accounts that are transfer checks or additional payments should be made out to RiverSource Life Insurance Company. No checks or payments should be made payable to any advisor or their practice as these are not an affiliate or subsidiary of the firm.

Mutual fund sales charges and 12b-1 fees: Both AFS and your financial advisor receive compensation when you buy a mutual fund through your brokerage account. Mutual funds purchased and held in a brokerage account generally pay financial advisors compensation in the form of an ongoing payment, known as a 12b-1 fee. Generally, your financial advisor receives a substantial portion of the sales charge and 12b-1 fees paid to the firm in connection with your mutual fund purchase for as long as you own your fund shares at AFS. Sales charges and 12b-1 fees vary from mutual fund to mutual fund and from share class to share class. AFS and your financial advisor receive more compensation on funds or share classes that pay higher fees. AFS and your financial advisor generally receive less compensation when the sales charge is reduced, waived completely, or when there is no sales charge or 12b-1 fee.

Third Party Payments and Cost Reimbursement Services: AEIS performs certain services such as record keeping, administration and shareholder servicing support, applicable platform level eligibility and investment product due diligence, investment research, training and education, client telephonic and other servicing, and other support related functions, such as trading systems, asset allocation and performance reporting tools, and websites and mobile applications (collectively, "Cost Reimbursement Services"). AEIS receives a variety of these payments for Cost Reimbursement Services ("Cost Reimbursement Payments") from investment products sponsored or managed by affiliated investment advisers (e.g., Columbia Management Investment Advisers) and from unaffiliated product companies for investments you make as a result of our recommendations. Cost Reimbursement Payments are received at a higher percentage rate from certain mutual fund firms (described below as "Full Participation Firms"), which may create a conflict of interest or incentive if AFS promotes, or Ameriprise financial advisors recommend, the mutual funds offered by a Full Participation Firm. These payments form a structure referred to as the Ameriprise Financial Mutual Fund Program. Cost Reimbursement Payments are not shared with your financial advisor. Cost Reimbursement Payments for marketing and sales support are also applicable to other investment product categories, such as annuities, insurance, UITs, structured products and alternative investments, such as non-traded REITs/BDCs, hedge fund offerings, managed futures funds, private equity offerings, and real estate private placements. For additional information regarding the compensation amounts and practices of a particular mutual fund, please review all pertinent sales literature, statements of additional information prospectuses, accounts agreements, policies, contracts, and other offering documents, as well as ameriprise.com/guide.

Financial interest in products: AFS and its affiliates have a greater financial interest in the sales of products that they manufacture. AFS and its affiliates receive more revenue from the sale of some financial products and services, particularly those products and services sold under the Ameriprise, Columbia Threadneedle Investments and RVS brands, than for the sale of other products and services.

Important annual notice regarding the delivery of shareholder documents: Ameriprise provides a service called "householding". With this service, a single copy of shareholder documents (i.e., prospectuses and proxy mailings, etc.) is delivered for certain clients who reside at the same address. If you wish to receive your own shareholder documents separately, call 866.273.7429 and reference the client ID number found on your statement. Your request will be implemented within 30 days.

Suitability terms: Investment time frame is the expected period of time you plan to invest to achieve your current financial goal(s). Choices are: less than 1 year, 1-3 years, 4-7 years, 8-10 years and 11+ years. **Risk tolerance** describes your ability to bear the potential of your account

losing value in exchange for the potential of higher returns. The higher your risk tolerance, the potential for substantial losses and gains increases. Choices are: Conservative, Moderately conservative, Moderate, Moderately aggressive, and Aggressive. **Investment objective** identifies your intent or planned purpose for the investment dollars in your account. Choices are: Growth, Growth with income, Income, Capital preservation, Speculation, Tax considerations, Education, Estate planning, and Protection. **Liquidity needs** is the period of time from the present until you anticipate needing access to your investment dollars.

In case of errors or questions about your electronic transfers: Call us at 800.862.7919 or write us at Ameriprise Financial, 70100 Ameriprise Financial Center, Minneapolis, MN 55474, promptly if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

(1) Tell us: your name and account number (if any).;

(2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.

(3) Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account. We may take up to 45 days to complete our investigation (90 days for transfers involving new accounts, point-of-sale, or foreign-initiated transactions). We will tell you the results within three business days after completing our investigation. If we determine that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

SIPC coverage: Brokerage accounts are protected by the Securities Investor Protection Corporation (SIPC) up to a maximum of \$500,000 per client, which includes a \$250,000 limit on claims for uninvested cash held in the account awaiting investment. SIPC provides protection against custodial risk to clients of brokerage firms like AFS or AEIS in the event the firms become insolvent. AEIS has obtained excess coverage on total brokerage and managed account assets with a firm aggregate limit of \$750 million for all customer accounts with up to \$1.9 million in cash per customer. Assets with RVS, assets held with other unaffiliated insurance companies, and mutual fund or other assets held in accounts other than an AFS brokerage account, are not covered by SIPC. You may obtain information regarding SIPC, including an information brochure, via the internet, by phone, email or regular mail: www.sipc.org; Tel:202.371.8300; Email:askspic@sipc.org; Securities Investor Protection Corporation, 1667 K St. N.W., Suite 1000, Washington, D.C. 20006-1620.

Margin account customers: This statement is a combined statement of your margin sub-account and special memorandum sub-account maintained for you under Section 4(f)(6) of Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the separate sub-account, as required by Regulation T, is available for your inspection upon request. Securities purchased on margin are the clearing firm's collateral for the loan to you. If the securities in your account decline in value, so does the value of the collateral supporting your loan, and, as a result, the clearing firm can take action, such as issue a margin call and/or sell securities or other assets in any of your non-qualified accounts held with the clearing firm, in order to maintain the required equity in the account. It is important that you fully understand the risks involved in trading securities on margin. These risks include the following:

- You can lose more funds than you deposit in the margin account.
- The firm can force the sale of securities or other assets in any of your non-qualified account(s).
- The firm can sell your securities or other assets without contacting you.
- You are not entitled to choose which securities or other assets in your account(s) are liquidated or sold to meet a margin call.
- The firm can increase its "house" maintenance margin requirements at any time and is not required to provide you advance written notice.

· You are not entitled to an extension of time on a margin call.

Securities pricing: The prices, values, yields and annual income shown on your statement are estimates obtained from the issuer, our affiliates, or various pricing services we believe to be reliable. We cannot guarantee the accuracy of these estimates. The estimates may be based on closing prices, bid/ask quotations, or a matrix based on interest rates for similar securities. In some cases, the estimate may reflect a value calculated prior to the current statement period. The estimated prices do not represent actual prices at which the securities could have been purchased or sold. Securities that do not have prices available or for which we have not received data from our pricing services are not included in the total account value.

Estimated Annual Income and Estimated Annual Yield: Estimated Annual Income (EAI) and Estimated Annual Yield (EY) are estimates used for informational purposes only and are derived from information provided by outside parties. EAI, when available, reflects the estimated amount you would earn on a security in its current position and its related income remained constant for one year. EY, when available, reflects only the income generated by an investment. It does not reflect the changes in price, which may fluctuate. The accuracy of these estimates cannot be guaranteed and should not be relied upon exclusively for making investment decisions. The actual income and yield may be higher or lower than the estimated amounts. For certain types of securities, the calculations could include a return of principal or capital gains in which case EAI and EY would be overstated.

Valuation of alternative investments: Interests in limited partnerships, hedge fund offerings, non-traded real estate investment trusts, non-traded business development companies, non-traded closed-end funds, real estate private placement, tenant-in-common real estate securities, managed futures funds, private equity offerings or other alternative investments (collectively referred to as Alternative Investments), which are not listed on a national exchange, are generally illiquid because no formal trading market exists for these securities. Their values may be different from the purchase price and may not necessarily be realized if the issuer liquidates the security or if you sell your interests. If accurate pricing is not available, the value of the position will be reflected as "Not Priced". The valuation of interests in Alternative Investments is either the initial offering price or an estimated value, both of which have been provided by the issuer. Other than the initial offering price, the values of the positions you hold represent estimates of your interest in the net assets of the program and are reflected in the total value of your account, shown herein. In limited circumstances, generally where the position has been purchased at another financial institution, the valuation may be provided by an independent third party pricing agent. Each issuer of an Alternative Investment or third party may have a different method of valuation, and may apply various methods of valuation throughout the life of the investment. Generally, the factors considered include, but are not limited to: actual or estimated property or securities values, capitalization rates, acquisition costs, current and/or future cash flows, the use of cash versus accrual accounting, activity in an informal secondary market or overall performance. For publicly registered companies, the valuation methodology is described in the issuer's annual report and other current periodic reports, which are available to clients. For unregistered products/private placements, contact the managing general partner or company for further information about valuation. The number of units owned has been provided by the management of each program and may not necessarily reflect activity after the initial purchase.

Master Limited Partnerships (MLPs) & taxation: MLPs and similar investments are subject to complex tax rules. These investments could generate unrelated business taxable income when held in retirement accounts. If these investments are held in your retirement account (including an IRA), the custodian may be required to file a Form 990-T and any taxes due will be paid out of your retirement account. Owning these investments in any type of account may result in unanticipated tax consequences. Consult a tax advisor and IRS Publication 598 for additional information.

Non-traded real estate investment trust Distribution Reinvestment Plan (DRIP) customers: If you participate in the DRIP and you experience a material adverse change in your financial condition, promptly notify your financial advisor to discuss continued participation in the DRIP.

Callable securities: When we hold securities which are callable in part on your behalf, you will participate in the impartial lottery allocation system for the called securities in accordance with the

provisions of the exchange on which they trade, and in compliance with industry rules. For further details about the allocation process please go to www.ameriprise.com/content/files/AMP_CALLABLE-SECURITIES.PDF

"Covered" securities: A security is considered "covered" and subject to special basis and holding period tax reporting rules under these conditions: 1) Stock, including real estate investment trusts (REITs) acquired on or after Jan. 1, 2011, and not purchased under a dividend reinvestment program 2) Mutual funds and REITs/stocks in a dividend reinvestment program purchased on or after Jan. 1, 2012 (except money market funds) 3) Certain options and debt securities with less complex tax treatment purchased on or after Jan 1, 2014, and 4) Certain options and debt securities with more complex tax treatment purchased on or after Jan 1, 2016. Some securities are not "covered" by definition, see below. When a "covered" investment is sold, we will report the cost basis and holding period of the investment to you and the IRS (in addition to the already-required proceeds information). The cost basis information provided on this statement may not be used for tax reporting purposes. For tax reporting purposes, use the information provided on Form 1099-B, Proceeds from Broker and Barter Exchange Transactions, which will be sent early in the year following the tax year in which the investment was sold.

"Noncovered" securities: "Noncovered" is a term for those securities that are not subject to the required cost basis and holding period reporting described above. Ameriprise Financial provides cost basis and holding period information to clients, but not the IRS, for many "noncovered" securities including "noncovered" equities, mutual funds, exchange-traded funds (ETFs), exchange-traded notes (ETNs), business development corporations (BDCs), unit investment trusts (UITs), real estate investment trusts (REITs), debt instruments, and options acquired before the effective dates listed above. Certain other securities are currently excluded from the cost basis reporting rules, including money market funds, short-term debt instruments, real estate mortgage investments conduits (REMICs) and other mortgage-backed securities, partnerships, trusts, and prepaid forward contracts (including certain structured products). The cost basis information provided for "noncovered" securities may not include changes due to corporate actions (such as mergers, spin-offs, stock dividends or cash dividends in lieu of fractional shares), wash sales, certain mutual fund adjustments, returns of capital, certain adjustments to fixed income securities (including early prepayment of principal, premium amortization, accrual of market discount or original issue discount), or transfers of existing positions into Ameriprise by new or existing clients. Ameriprise is not responsible for "noncovered" cost basis information, and will not verify cost basis information that is provided by someone else (including a client, an advisor or another entity, such as a broker) or is the result of a transfer between persons (including inheritance, gift, divorce, distributions from a trust, shares used to repay a loan, etc.). It also will not verify "noncovered" cost basis information obtained through corporate acquisitions by Ameriprise. For transactions related to any of these activities for "noncovered" shares, review your records and consult your tax advisor when preparing your tax return.

Free credit balance: In general, a free credit balance represents cash held in your brokerage or managed account that is payable upon your demand which, although properly accounted for on our books, may at times not be segregated and may be used by AEIS, in the conduct of its business. We may, but are not obligated to, pay you interest on any available free credit balances, and we may earn income from the balances as compensation for servicing your account.

Order Routing Policy and compensation for order handling: Some market centers or broker-dealers may execute orders at prices superior to the publicly quoted market. AEIS considers a number of factors in its decision process as to the exchanges and market centers to which it directs its customer orders for execution. These factors include but are not limited to: the speed of

execution; the opportunity for price improvement; liquidity enhancement opportunities; trading characteristics of the particular individual security; and size of the order. AEIS currently does not receive payment for directing orders; however, AEIS reserves the right to receive remuneration for directing orders to a particular broker or dealer for execution. The source and amount of remuneration, if any, received by AEIS will be furnished upon written request. Payment for order flow is not a factor considered when routing orders. For more detailed information, please visit our Order Routing Report published quarterly on ameriprise.com. Please contact us at 800.862.7919 to obtain a printed copy of our Order Routing Report at no cost, or for further details regarding the routing of any specific order. The link to the SEC 606 Order Routing Report can be found at ameriprise.com/606.

Brokerage mutual fund purchases: When you purchase certain mutual funds at NAV, on selling your shares, you may pay a sales charge. For the charge and other fees, see the prospectus.

Equity Dividend Reinvestment Program (DRIP) Customers: Transactions to purchase shares for the DRIP program, where offered, are executed on a riskless principal basis by AEIS. Details of your DRIP transactions are available on written request to AEIS.

Fractional Shares and Liquidation Process: Where your statement indicates a transaction that involved less than one full share of an equity or ETF ("Fractional Share"), AFS and AEIS sold and liquidated the Fractional Share(s) as a client-directed principal transaction on your behalf in accordance with the *Ameriprise* Brokerage Agreement and, if you have a Managed Account, per the liquidation process outlined in your Custom Advisory Relationship Agreement or the applicable Managed Account Client Agreement.

Assets held outside your brokerage account: Certain assets purchased through AFS are displayed on this statement as a courtesy to you, even though the assets are held at a third party, and not custodied in your brokerage account. These products may include but are not limited to annuities and insurance products, hedge fund offerings, private equity offerings, managed futures funds, exchange funds, real estate private placements, DST/TICs, and certain 529 plans. Ownership records for these products, valuation information, and SIPC coverage, if applicable, are the responsibility of the company holding the assets, and not AFS or AEIS.

The Value of your accounts over time on the first page of your statement reports the following information:

1) The ending value of your portfolio for applicable dates going back (up to) five years. The gray line shows the net value of your deposits and withdrawals, dating back (up to) five years. Note:

- The gray line does not reflect additions or surrenders for third-party annuities linked to your brokerage account prior to Jan. 1, 2017.
- The gray line does not reflect additions or surrenders from any whole life insurance policies.
- If your portfolio was established on Dec. 31, 2012 or earlier, the gray line starting point was your portfolio value on Jan. 1, 2013. The gray line shows your portfolio value on Jan. 1, 2013 PLUS additions since that time MINUS withdrawals since that time.

Activity for this period: transaction(s) that have not yet settled by the date of this statement will appear on your next statement.

Third-party issuer assessment: AFS periodically assesses, but does not continuously monitor, the creditworthiness or financial solvency of third-party issuers. You should be advised that credit markets can be volatile, and the creditworthiness of an issuer may change rapidly. AFS, as a seller of these products, does not guarantee or provide any assurance that a third-party issuer of financial products will be able to fulfill the issuer's obligation to any purchaser of such a product.

Disclosure for persons without a financial advisor: Mutual funds can be purchased through AFS. For direct purchases AFS will retain all sales charges and 12b-1 fees.

PIKES PEAK HABITAT FOR HUMANITY

This Page Intentionally Left Blank

Messages for you

Taxes can impact your financial investments and savings outcomes, even outside of tax filing. Visit our Tax Center at ameriprise.com/financial-goals-priorities/taxes for helpful articles, FAQs and other resources.



Ameriprise Financial Services, LLC
70100 Ameriprise Financial Center | Minneapolis, MN 55474



PIKES PEAK HABITAT FOR HUMANITY
2802 N PROSPECT ST
COLORADO SPGS CO 80907-6325



203563

Important disclosures

Please review your statement carefully. Report any inaccuracies or discrepancies immediately to the appropriate legal entity outlined below. Any oral communication should be re-confirmed in writing to us to protect your rights, including your rights under the Securities Investor Protection Act. Please notify us promptly in writing of any change of address. In addition, should any material change occur in your investment objectives or financial situation, we request prompt notification to ensure we maintain the most up-to-date background and financial information.

These entities are wholly owned subsidiaries of Ameriprise Financial, Inc. All may be contacted at 800.862.7919 unless otherwise noted below.

American Enterprise Investment Services, Inc (AEIS), the clearing broker-dealer, member FINRA and SIPC, is responsible for the summary pages and each statement for brokerage or managed account products, including securities positions and free credit balances. Direct inquiries to 70400 Ameriprise Financial Center, Minneapolis, MN 55474. A financial statement for this organization is available for your personal inspection at its offices, or a copy of it will be mailed upon your written request.

Ameriprise Financial Services, LLC (AFS), the introducing broker-dealer, member FINRA and SIPC is responsible for Financial Planning Service product pages. Brokerage accounts, investment, and financial advisory services are introduced by and made available through AFS. Direct inquiries (including a problem with, or a complaint about your financial advisor, or unauthorized activity in your account(s)) to 70100 Ameriprise Financial Center, Minneapolis, MN 55474-0507.

Ameriprise Trust Company (ATC) is a passive custodian for tax qualified accounts including IRAs. ATC outsources all custody of IRA assets to the other regulated custodians.

Ameriprise Bank, FSB (Bank), Member FDIC, is responsible for banking products including deposit and lending accounts. Investment products are not insured by the FDIC, NCUA or any federal agency, are not deposits or obligations of, or guaranteed by any financial institution, and involve investment risks including possible loss of principal and fluctuation in value.

Ameriprise Certificate Company, the certificate product issuer, is responsible for Ameriprise Certificate Products and those products are distributed and serviced by AFS.

RiverSource Life Insurance Company and RiverSource Life Insurance Co. of New York (collectively RVS) are responsible for RiverSource insurance and annuity products. Direct inquiries to RiverSource Life Insurance Co. of NY to 800.541.2251.

Municipal securities: AEIS and AFS are registered with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board (MSRB). The MSRB makes available at its website, www.msrb.org, an investor brochure, which describes the protections that may be provided by the MSRB, and how to file a complaint regarding municipal securities with the appropriate regulatory authority.

Not a Bank: AEIS, AFS, ATC, Ameriprise Certificate Company and RVS are not banks. Investment products are not insured by the FDIC, NCUA or any federal agency, are not deposits or obligations of, or guaranteed by any financial institution, and involve investment risks including possible loss of principal and fluctuations in value.

This document was delivered via U.S. Mail

This statement is eligible for online delivery.

Go to www.ameriprise.com/edelivery to get started.

Ameriprise online statements are available in color and archived for seven years.

Questions? We're here to help. 800.862.7919

For information on how to read your statement, please visit

www.ameriprise.com/microsite/statement

January 23, 2024

To: Pikes Peak Executive Committee
From: Bryan Sanson (CRPC, APMA), Ameriprise Financial
Re: Investment Management Account

Dear Executive Committee,

Please find the 3 separate reports detailing the PPHFH investment management portfolio. All reports can be accessed online by Stephanie or Kris at any time. The Portfolio Performance statement is current as of 12/31/2023.

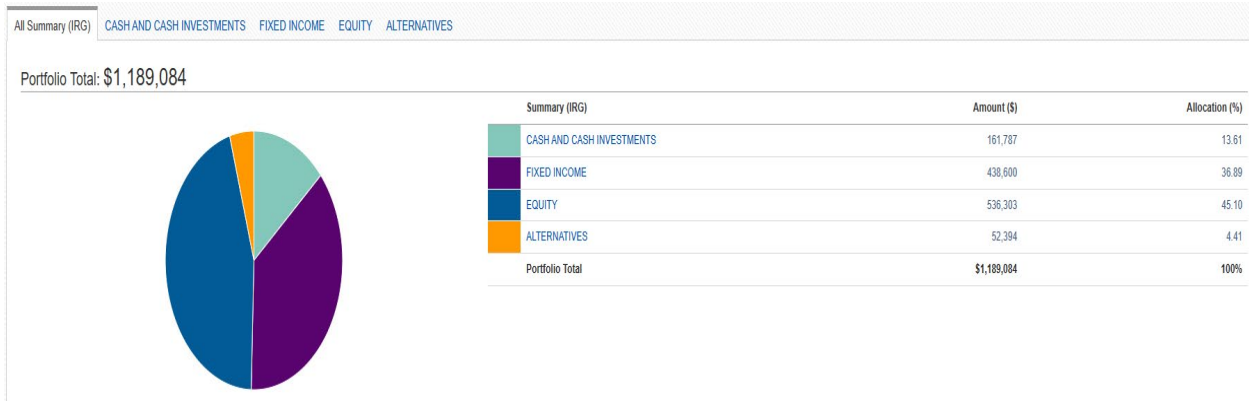
On the account statement, you will see the monthly and annual performance information. The statement is dated 12/31/2023, and you will notice that the portfolio made roughly \$42,083 in income (dividends, interest, capital gains) and an additional \$61,718 in change in value for a total gain of \$103,801.55 for the year. You did not withdraw any funds from this managed account for 2023. The current asset allocation for the managed account is 36.90% fixed income, 45.12% equity, 4.41% alternatives, and 13.58% for cash and cash investments (money market funds). This is largely in-line with your stated Investment Policy Statement of a Moderate risk allocation portfolio. As we discussed yesterday, I recommend that we lean into the upper end of the fixed income and cash investments allocation and into the lower end of the equity allocation for calendar year 2024. Fixed Income (bonds) are likely to do very well in this current interest rate environment and should be less affected by the political landscape and upcoming Presidential election cycle. Your fee on the investment management account is 0.75%, which represents a reduction from years past. We lowered our fee given the tough investment landscape that we experienced in 2022 and the first 3 Quarters of 2023. We at Performance Wealth Strategies firmly believe in what PPHFH is doing and want to partner for the long-term and we don't want fees to be a drag or hinderance on performance. We continue to maintain a brokerage account as well in the event we need to hold and trade securities that may be gifted to PPHFH.

For Report #2 (Portfolio Performance), I am copying a chart below that summarizes your investment returns. You can see that the portfolio made 9.58% for the year net of fees.

Performance Detail 1/1/23 - 12/31/23	
Return	9.58%
Beginning Value	\$1,082,439
Net Contribution	\$546
Change in Value	\$103,715
Ending Value	\$1,186,701

The 5YR returns were submitted in a separate document to the investment committee on 1/22/24. The 5YR returns were in-line with your given risk allocation and given the historical rate hike cycle which hurt both stocks and bonds we still maintained a return that exceeded that of cash or cash investments (money market funds and CD's).

The last report (Asset Allocation) is copied below. I use it frequently to see where your account is relative to the Investment Policy Statement.



I hope that this report provides some clarity into any questions you may have about this investment management account. Please feel free to ask any other questions that may be outstanding.

Staff and Committee Reports

CEO, Staff, & Committee Reports

February 5, 2024

OFFICE OF THE CEO REPORT

- Primary focus has been on getting the Morning Sun Phase 3 land deal over the line. To that end, numerous discussions, meetings, information gathering, and presentations with multiple entities – Site Selection Committee, El Paso County Commissioners, School District 3 School Board, Morning Sun development partners such as Careers in Construction, D3 staff, NES, etc., resulting in successful closing of the land purchase in early January. The subsequent phase of the Morning Sun project included planning for and attending the public “charette” held on January 30th, in which Pikes Peak Habitat staff, Board and Site Selection Committee members spent two hours answering questions and addressing the concerns of residents of Morning Sun Phases 1 and 2--the nearest neighborhoods. From a PPHFH perspective, we captured, collated, and classified existing neighbor concerns to share with Morning Sun partners for consideration in house design, neighborhood planning, etc.
- Launched partnership with UCCS graduate student and aided in designing the research plan to conduct impact study for Pikes Peak Habitat homeowners. Pikes Peak Habitat will act as “third-reader” on this research project and will continue to provide guidance, content, and assistance throughout the duration of the project, which will be completed in May. There are a number of ways that we plan to utilize this information – grants, advocacy, fundraising, marketing, etc.
- Participated in finalization of “Team Up” project. Pikes Peak Habitat has created an 8-part video series and accompanying training supplemental guide to be used to train nonprofits/staff teams/faith communities on how to engage across lines of religious difference. In addition to the national use, in the short-term parts of this will be included in the Interfaith Dialog Event in February and will also be presented at the HFHI Affiliate National Conference in March. As a reminder:
 - Team Up is a campaign to empower people to build connections across differences with others in their communities.
 - The Team Up Project is a collaboration of YMCA of the USA, Habitat for Humanity International, Catholic Charities USA, and Interfaith America.
 - Team Up began as a part of the bipartisan United We Stand Summit at the White House in September 2022, which sought to counter the corrosive effects of hate-fueled violence on our democracy and put forward a shared vision for a more united America.
- Attended the UCCS-hosted Colorado Springs “watch party” for the “2024 State of the Nonprofit Sector, ‘Advocates for Good: The Power of Nonprofits in Colorado’” and represented Pikes Peak Habitat in the subsequent discussion sharing our work in nonprofit advocacy.

STRATEGIC PARTNERSHIPS REPORT

Communications:

- Sent Christmas cards (signed by four of our future homeowners) to nearly 700 supporters
- Electronic and print newsletters
- Coordinated communications for a variety of Pikes Peak Habitat events and initiatives – media engagement, press releases, social media support, web page development, production of educational materials, design and production branded logo wear, etc.:
 - Gingerbread Village and Gingerbread Home Build media coverage
 - Rosalynn Carter Memorial (ongoing, launched in early Dec.)
 - ReStore 20th Anniversary (Jan. 17; sale running through Feb. 5)

- Building the Beloved Community/World Interfaith Harmony Week/Interfaith Dialogue (Jan. 15-Feb. 5)
- Morning Sun Phase 3 charette (Jan. 30)

Stay up to date on all of Pikes Peak Habitat's press coverage, news releases, blogs, newsletters, etc. here:

<https://pikespeakhabitat.org/latest-news-and-updates/>

Donor Relations:

- All annual donation summaries have been mailed to donors who have requested it as well as hope builders. All thank you letters and tax receipts for donors who gave in 2023 have been mailed as well.
- In the month of December, the affiliate received \$225K from the following sources: individuals; companies; religious institutions; corporate and foundation grants (to include family foundations). Not all of this can truly be classed as EOY campaign donations as some regular and recurring support is mixed in the reporting as well. But for a month total, anything above \$200K is impressive! We continue counting EOY donation totals throughout January as typically there is a trickle of more giving, sometimes coming from the El Paso County for EZ related donations that were not initially processed through us.

Faith:

December

- First ever Gingerbread village in person decorating night held
- FIAPM attended conference in Chicago as an Interfaith America Innovation Fellow Grant
- 2023 Apostles Build home dedication hosted on Dec 9

January

- Pikes Peak Habitat finished the Team Up video series for Habitat International
 - FIAPM and Kris will be leading breakout session at 2024 Affiliate Conference in Atlanta about TEAM UP interfaith training video series; FIAPM participating in another breakout session for Team Up nationwide as Habitat representative
- First Pikes Peak Habitat & Thrivent Worldwide Domestic Trip set for Oct 2024
- IBU and Apostles Build Subcommittee meetings held
- Representatives from Interfaith America, Habitat International and the Team Up National Initiative (researcher) will be in attendance for 2024 Interfaith Dialogue
- Interfaith Dialogue Sunday Feb. 4 2024 from 4 - 6 p.m. at Berger Hall at UCCS (1420 Austin Bluffs Pkwy, Colorado Springs, CO 80918)

Board members are welcome to attend and invite others. This is an event partnering with the Colorado Springs Mayor's Office

- Pikes Peak Habitat selected for Interfaith America Democracy mini grant

Grants:

- We are actively accessing funding from Colorado Division of Housing (CDOH) and Federal Home Loan Bank (FHLB) via Habitat for Humanity of Colorado. Through the contract with HFHC, we can request \$40K per house from CDOH for construction cost reimbursement, and \$20K per house for down payment assistance for the family.

- Members of the Strategic Partnerships team attended the virtual presentation of the Community Resource Center’s “2024 State of the Sector”, a panel discussion on “Advocates for Good: The Power of Nonprofits in Colorado.”

Volunteerism:

December 2023 Construction/Repair Totals

Total Unique Volunteers: 133
 Total Hours: 1,690.96
 Total Groups: 7 total groups

December 2023 ReStore Totals Combined

Total Unique Volunteers: 188
 Total Hours: 2,062.85
 Total Groups: 9 total group shifts

December 2023 Overall Volunteer Totals

*Total Unique Volunteers: 317
 Total Hours: 3,753.81*

January 1 - 20 2024, Construction/Repair Totals

Total Unique Volunteers: 120
 Total Hours: 1,343.86
 Total Groups: 5 total groups

January 1 – 20, 2024 , 2023 ReStore Totals Combined

Total Unique Volunteers: 165
 Total Hours: 1,371.71
 Total Groups: 3 total group shifts

January 1 - 20 2024 Overall Volunteer Totals

*Total Unique Volunteers: 282
 Total Hours: 2,715.57*

PROGRAMS REPORT

Construction:

- 5337 Kingscote – House complete and dedicated.
- 852 Bidwell – Drywall, flooring complete. Finishing up siding, roofing (donated), exterior painting, cabinets & interior trim & hardware. Dedication 2/24.
- 7594 Crestone Peak Trail – Rehab going well. Windows & exterior doors replaced, drywall finishing began, radon system being installed (donated), roofing being replaced (donated). Interior painting, flooring, doors, trim & hardware to begin soon. Dedication 3/23.
- 844 Bidwell – Rough trades complete, drywall finishing being worked on. Siding, roofing (donated) & flooring to begin this month. Dedication 4/27.
- 836 Bidwell – Foundation, French drain, crawlspace, underground water/sewer connection, backfill complete, beginning to frame floor. Dedication 6/22.
- 828 Bidwell - Foundation, French drain, crawlspace, underground water/sewer connection, backfill complete, beginning to install crawlspace. Dedication 6/22.
- 820 Bidwell – Foundation, underground water/sewer connection complete, French drain to begin shortly. Dedication 9/21.

- 812 Bidwell – Footer, underground water/sewer connection complete, foundation & French drain to begin shortly. Dedication 11/9.
- 805 & 813 Bidwell – Foundation excavation to begin the first of March.
- Working on a Veterans Build fundraiser in which studs are given out to be decorated by families or organizations for a donation. These studs are then returned to ReStores and will be incorporated into the framing of the Veteran Build walls.

Critical Home Repairs:

- As of the end of January we have completed 38 repairs – 20 Home Repairs, 18 CAPABLE repairs. We are 55% of the way to meeting our goal of 69 repairs this Fiscal year!
- The CAPABLE program is going very well! Process and relationships with CVNA is very good – they are pleased with our work and clients have been so very happy! We visited a client just this week who is so excited about the work we plan to do at her home – she said that we will be eliminating all aspects leading to her fears of falling within her apartment – and that brings her such peace. The thing she wants most in her life is to feel safe in her home and we are making that happen for her – she is so excited!
- Home Repairs for Homeowners is also going very well! All 20 projects completed through January of this fiscal year have happy clients! Some of the things we have heard from our homeowners include, “I have never felt safer in my home than I do now, after the work you performed for me!” and “I would have been forced to move into a homeless shelter if you hadn’t have helped me. Now I can stay in my home with my dog and be safe” and “I can never repay you and all the volunteers for all you’ve done for me – you have blessed me beyond anything I could have imagined!”
- Our volunteer interest and numbers continue to grow and expand! We have added new volunteers and some of our long-time volunteers have recruited friends to join the Home Repair Team! Greg and Brandon are doing great work with the volunteers!!

ReStores:

eCommerce is lagging a bit behind expectations. To that end we invited the vendor to assist:

- Visit with Upright Labs proved to be very productive 11/28 and 11/29. Topics covered:
 - Redefining the space allocated to eComm.
 - Spatial efficiency based on new layout and flow pattern.
 - Processing procedures, listing expectations, and best practices.
 - Two-week, four week (EOY), and first six months of 2024 goals.

Clothing Recycle

- Six full bins between the stores since program inception.
- Estimated value of the current bins is approx. \$200.
- No measurable lift yet in donation drop-offs with the expansion of clothing as an option.
- Clothing Recycle promotional banners hung at both stores.
- Will be partnering with Communications Manager for further promotion of the program.

Sales at ReStores

- **Sales (RSS and RSNE combined)**
 - Oct 2023 + \$20,597 vs. budget.
 - YTD + \$452 vs. budget.
- **Net Profit (RSS and RSNE combined)**
 - Oct 2023 + \$32,825 vs. budget.
 - YTD + \$84,298 vs. budget.

General

- After a slow start RSS was able to recover from a 40K deficit and add to YTD totals.
- RSNE started the year strong and over budget but has slowed in recent months.
- Focus for RSS in the coming months is clean, maintain and merchandise for a better customer experience.
- Focus for RSNE in the coming months is customer service and merchandise for a better customer experience.

Calendar of Events

COMING EVENTS:

LEGEND:
Required
Requested
Suggested
Informational

FEBRUARY, 2024

- **February 1-7 World Interfaith Harmony Week**, culminating in the [Interfaith Dialogue event, "Who is Your Neighbor?"](#) to be held at UCCS. As of January 31st, around 100 people have registered to attend.

In celebration of the 2024 United Nations World Interfaith Harmony Week, we're holding our third interfaith dialogue event, "Who Is Your Neighbor?" Join us and the Pikes Peak Inter Faith Coalition to hear from Colorado Springs housing officials and to discuss the concept of neighborliness. The free event takes place on Sunday, Feb. 4, from 4-6 p.m. at Berger Hall, UCCS, 1420 Austin Bluffs Pkwy, Colorado Springs, CO 80918. [Sign up now](#) to attend!

- **Monday, February 5, 5:45 p.m.:** PPHFH Board Meeting
- **Saturday, February 24:** Joint **ground blessing** at 09:30 a.m. for the Veteran and Apostles Build followed by the **home dedication** of the Interfaith Build for Unity at 10:30 a.m. at The Ridge at Sand Creek

MARCH, 2024

- **Tuesday, March 4 – March 7: Bi-Annual Affiliate National Conference in Atlanta, GA**
BOARD MEMBERS INVITED. Ask Karla if you would like more information.
- **Saturday, March 23rd, 10:30 a.m.:** **Home dedication** ("recycled" home) at 7594 Crestone Peak Trail 80924

APRIL, 2024

- **Monday, April 1, 5:45 p.m.:** PPHFH Board Meeting
- **Saturday, April 27:** Joint **ground blessing** at 09:30 a.m. for the Interfaith Build for Unity (Isxel) followed by the **home dedication** of Fund for Humanity (Maria) at 10:30 a.m. at The Ridge at Sand Creek
- **Volunteer appreciation event.** Date to be determined.

MAY, 2024

JUNE, 2024

- **Monday, June 3, 5:45 p.m.:** PPHFH Board Meeting
- **Saturday, June 22:** Two **home dedications** one at 09:30 a.m. for Fund for Humanity (Janice) followed by the **home dedication** of Kum & Go Build (Ida, Alexander, and Lucia) at 10:30 a.m. at The Ridge at Sand Creek

JULY, 2024

AUGUST, 2024

- **Monday, August 5, 5:45 p.m.:** PPHFH Board Meeting

SEPTEMBER, 2024

- **Donor appreciation event.** Date to be determined.
- **Saturday, September 21:** Joint **ground blessing** at 09:30 a.m. for Glenda and Tamara followed by the **home dedication** of Fund for Humanity (Miranda) at 10:30 a.m. at The Ridge at Sand Creek

OCTOBER, 2024

- **Monday, October 7, 5:45 p.m.:** PPHFH Board Meeting

NOVEMBER, 2024

- **Saturday, November 9:** Home **dedication** of Veteran Build (Damian & Trinady) at 10:30 a.m. at The Ridge at Sand Creek

DECEMBER, 2024

- **Monday, December 2, 5:45 p.m.:** PPHFH Board Meeting
- **Saturday, December 14:** Home **dedication** of Apostles Build (Bernadette) at 10:30 a.m. at The Ridge at Sand Creek

Appendix

Safeguarding

Adopted: January 2021

Last reviewed: March 2022

Trigger warning: *By nature of the subject of safeguarding, this policy contains language about sexual exploitation and abuse. The reader should be aware that it may be emotionally challenging.*

1.0 Purpose

To set policy that explicitly shows affiliates are committed to the highest ethical standards and oppose all forms of exploitation and abuse. Affiliates must create and maintain a work environment that is safe, productive and respectful for colleagues and must prevent and respond to physical or sexual abuse or exploitation, harassment, or bullying of the people in the communities we serve (especially vulnerable adults and children) and the people with whom we work or partner.

2.0 Policy

2.1. DEFINITIONS

- **Child** is defined as anyone who is not yet 18 years old.
- **Child neglect:** Neglect occurs when a child's basic needs have consistently not been met to the extent that it has a detrimental effect on the child's health and personal development. These basic needs include food, clothing, shelter and supervision.
- **Child sexual abuse:** Child sexual abuse occurs when there has been any sexual exploitation of a child. Child sexual abuse includes any actual, attempted or threatened sexual activity involving children (such as intercourse, fondling, oral sex, indecent exposure, exposing the child to pornography, etc.).
- **Emotional abuse:** Emotional abuse occurs when persistent ill treatment of a person affects their self-esteem. This may include name-calling, rejection, threatening, intimidating or any other acts that can affect the person's physical and emotional growth and self-esteem.
- **Habitat representatives** are defined as staff members, board members and key volunteers.
- **Physical abuse:** Physical abuse occurs when a person purposefully injures or threatens to injure anyone (such as by punching, kicking, burning, etc.). Physical injury may take the form of bruises, cuts, burns or fractures. Physical injuries will not always be visible.
- **Safeguarding** is preventing and responding to physical or sexual abuse or exploitation, harassment, or bullying of the people in the communities we serve (especially vulnerable adults and children) and the people with whom we work or partner.
- **Sexual abuse:** Sexual abuse is any actual or threatened physical intrusion of a sexual nature, whether by force or under unequal power dynamics or otherwise coercive conditions.
- **Sexual exploitation:** Sexual exploitation is any actual or attempted abuse of a position of vulnerability, differential power or trust, for sexual purposes, including but not limited to profiting monetarily, socially or politically from the sexual exploitation of another.
- **Sexual harassment:** Any unwelcome sexual advance, comment, expressed or implied sexual demand, touch, joke, gesture, or any other communication or conduct of a sexual nature (whether verbal, written, or visual).
- **Vulnerable adult:** A person age 60 or older with an impaired functional, physical or mental ability to care for oneself or an adult age 18 or older who has a developmental disability and/or requires assisted care.

2.2. AFFILIATE SAFEGUARDING COMMITMENTS

Habitat for Humanity is opposed to any form of discrimination, exploitation and abuse, including slavery, coerced conscription, prostitution, trafficking of people for any purpose, vulnerable adult or child abuse, and dangerous or exploitative child labor. In the design and implementation of programs and policies, we seek always to work without bias; to do no harm; and to eliminate (rather than contribute to) the harm of discrimination, exploitation and abuse.

All Habitat representatives are expected to adhere to Habitat's Safeguarding Behavior Commitments as set forth below.

All Habitat representatives commit to respecting and safeguarding the rights and dignities of all people, and protecting our staff members, volunteers, partners, research participants, community members (especially vulnerable adults and children), and those we intend to serve from exploitation and abuse. This includes the following general standards of behavior at all times, even when on leave or off duty:

- Habitat representatives will respect, promote and safeguard the rights and dignities of all people (with particular attention to those we intend to serve, vulnerable adults and children) without discrimination or bullying of any kind.
- Habitat representatives will treat all intended and actual individuals we serve with respect, courtesy and dignity.
- Habitat representatives will not engage in any form of humiliating, degrading or exploitative behavior toward those we intend to serve in any circumstances.
- Habitat representatives will not engage in any abuse of authority, position or influence by withholding humanitarian assistance or manipulating selection or targeting processes for those we intend to serve.
- Habitat representatives will help to create and maintain an environment that prevents sexual exploitation and abuse and that safeguards the rights of those we intend to serve, research participants, and community members (especially vulnerable adults and children).
- Habitat representatives will never engage in sexual exploitation or abuse.
- Habitat representatives will never engage in sexual activity with a child (anyone who is not yet 18 years old) regardless of the age of majority or age of consent locally. Mistaken belief in the age of a child is not a defense.
- Habitat representatives will never exchange money, employment, goods or services (including assistance that is due to those we intend to serve) for sex, sexual favors or other forms of humiliating, degrading or exploitative behavior.
- Habitat representatives will not engage in a sexual relationship with those we intend to serve, since it is based on inherently unequal power dynamics and undermines the credibility and integrity of Habitat for Humanity's charitable mission.

2.2.1. Prevention of sexual exploitation and abuse

All Habitat representatives are prohibited from engaging in sexual exploitation or abuse.

2.2.2. Child protection

All Habitat representatives are prohibited from engaging in child abuse, exploitation or neglect. Affiliates must be aware of and comply with state, local and federal statutes related to child pornography, prostitution and child labor prohibitions.

Habitat for Humanity strives to be a child-safe organization to reduce the risk of child abuse in all aspects of our operations. Affiliates must execute Habitat's mission in alignment with Habitat's child protection standards described below.

Affiliates must design their programs and execute the mission in alignment with the following standards:

- Habitat representatives will keep the health and safety of children paramount at all times.
- Habitat representatives will consider child safeguarding in project planning and implementation to determine potential risks to children associated with project activities and operations.
- Habitat representatives will work to ensure that personal dignity and respect for children is maintained through all projects, programs and departments.

- Habitat representatives will apply measures to reduce the risk of child abuse, exploitation or neglect, including but not limited to:
 - Limiting unsupervised interactions with children.
 - Prohibiting exposure to pornography.
 - Complying with appropriate data responsibility standards and with applicable laws, regulations or customs regarding the photographing, filming or other image-generating activities of children, and audio recordings.

Habitat representatives will ensure compliance with local child welfare and protection legislation and with U.S. law where applicable.

2.2.3. Prohibition of prostitution and trafficking

Habitat for Humanity expressly prohibits sex trafficking and the procurement of commercial sex acts by any Habitat representative. Habitat for Humanity expressly prohibits human trafficking by any Habitat representative.

2.2.4. Internet use policy

Affiliates must adopt a board-approved internet use policy that prohibits all Habitat representatives from accessing, possessing or circulating pornographic content using affiliate computers, affiliate-supported electronic devices, affiliate email accounts, affiliate-related electronic distribution lists, or an internet connection paid for by the affiliate. This includes sharing of emails or group texts (including jokes) containing explicit images. The policy will live in the employee handbook and appropriate volunteer documents. Habitat representatives are expected to model this behavior away from the workplace.

2.3. REPORTING AND HANDLING COMPLAINTS

2.3.1. Expectations of reporting

Habitat for Humanity expects all Habitat representatives (especially managers) to report all suspected safeguarding misconduct immediately and expects affiliates to take swift action upon receiving a complaint.

Affiliates must adopt clear guidelines stating the responsibility to report potential safeguarding misconduct and the disciplinary consequences of noncompliance. The guidelines must include a reporting process and immediate notification to Habitat for Humanity International via the [Habitat Ethics and Accountability Line](#) (formerly known as MySafeWorkplace®) or by calling (800) 461-9330 for incidents in the following categories: sexual abuse, physical abuse, emotional abuse, sexual exploitation and neglect.

2.3.2. Expectations of handling complaints

Affiliates must have an investigation process inclusive of a commitment to protecting confidentiality, clear documentation requirements, communication with the survivor/victim, and corrective actions.

Affiliates must offer whistleblower protection in compliance with a board-approved whistleblower policy.

2.3.3. Outside reporting

Affiliates must comply with all relevant requirements related to mandatory reporting of alleged or confirmed safeguarding misconduct to local authorities according to local jurisdiction. Additionally, there may be circumstances due to contractual, legal or donor obligations where it is required or appropriate for affiliates to report alleged or confirmed safeguarding misconduct to external parties such as donors, regulators or other governing bodies. Finally, affiliates' approach for voluntary sharing of information related to safeguarding misconduct allegations and investigations should be guided by the parallel philosophies of transparency (to donors, regulators and the public) and confidentiality (for the protection of survivors). Wherever possible, information will be presented in a way that protects the survivor's anonymity for confidentiality and safety reasons (except where relevant law might require disclosure).

2.4. PROTOCOLS FOR ALLEGED VICTIM ASSISTANCE

Affiliates are encouraged to provide support to alleged victims of safeguarding misconduct. Upon receipt of an allegation, the affiliate should consider providing any or all of the following forms of assistance that are appropriate and based on the informed consent of the alleged victim: immediate material care (e.g., direct or funding support for medical care, food or emergency shelter); psychosocial support (e.g., referrals or funding support to local entity); or legal and advocacy support (e.g., support to obtain alleged victim advocacy services or legal counseling in order to make an informed decision about whether to pursue legal recourse). It is recommended that affiliates proactively familiarize themselves with services for alleged victims in their communities.

2.5. OPERATIONAL CONSIDERATIONS FOR SAFEGUARDING

2.5.1.

Affiliates must designate a safeguarding officer responsible for enacting the affiliate's policy and sharing awareness on the issue of safeguarding. In addition, affiliates should consider safeguarding principles during strategic and project planning, along with monitoring and evaluation activities.

2.5.2.

Affiliates must ensure their board of directors receives regular updates on safeguarding allegations and investigations to facilitate effective process oversight.

2.5.3.

Affiliates must provide regular safeguarding training for their board members, staff members and volunteers in leadership positions. Affiliates should consider making such training available to certain other volunteers as may be appropriate.

2.5.4. Recruitment

Safeguarding protocols must be considered during recruitment, including consideration of criminal background checks, sexual offender registration checks (as per Policy 19) and reference checks. It is also encouraged that the level of safeguarding responsibility (e.g., positions involving direct contact with those we intend to serve, children or child-related projects) be clarified and reinforced in the job description and interview process.

Affiliates must conduct reference checks on any prospective Habitat employees, board members, or key volunteers who are known to have had previous experience at another Habitat organization by checking with that organization. Affiliate leaders receiving such reference requests will be expected to share any pertinent information of a serious nature relating to safeguarding matters, and if in doubt, should consult with their local legal counsel.

3.0 Rationale

Habitat for Humanity recognizes that everyone has a right to equal protection from all types of harm or abuse. This policy sends a clear message that exploitation and abuse are not tolerated across the entire Habitat network.

SUPPORTING RESOURCES:

- [Safeguarding for U.S. Affiliates](#)
- [Guidance Memorandum on Sex Offender and Criminal Background Checks](#)