



Bravo Victor Fund, Ltd.

Rules and Procedures

1. Mentees who are active participants with VTC, compliant with VTC requirements may request funds. Depending on the purpose, a funds request may include a document from a reputable business to verify the expense.
2. The request will be signed by the mentee and mentor, dated, and turned in to a BV board officer. Upon approval, a board member will sign the form, and a check will be issued to the mentor, who will oversee payment of an expense. Normally, checks will be issued to the mentor after a BV board meeting that was held following a scheduled VTC hearing on Friday or in cases of emergency, the BV Board may approve/disapprove the request by e-mail vote.
3. Mentees know when monthly bills are due, which should not necessitate an emergency request except in exceptional cases.
4. Approval of funds will not be made for VTC drug tests, medical/dental care, legal expenses, recurring expenses, such as monthly expenses, (to include, automobile repair or finance payment, insurance, utilities, taxi, business expense), or for incidental expenses, such as personal care, entertainment. BV funds may be approved for travel using local public transportation. Approval of funds for expenses will include type of expense required.
5. Funds may be approved for emergency travel, ground or air, for just the mentee relative to a medical emergency or death of Next Of Kin, such as a parent. Air/surface travel funds will not be approved for travel outside the CONUS. Such travel will be approved by the BV board before disbursement of funds has been made.
6. Except for Advances, funds provided are NOT loans and are NOT subject to repayment. **However, any advance must be repaid to the Bravo Victor Fund, Ltd within 45 days. Mentors are required to monitor mentee's repayment.**

Also, mentees who receive funds not required to be repaid and who successfully complete the VTC program should consider making future donations to the Bravo Victor Fund to help current and future mentees as they go through the program. The respective mentor should explain this to his/her mentee at the time financial assistance is requested.

7. When the mentee has complied with all court requirements and honorably dismissed from the court, he/she will not be eligible to request financial assistance from the Bravo Victor Fund. Likewise, if the mentee is dismissed from VTC for non-compliance and in view of his/her initial court entry guilty plea, the mentee will not be eligible to request funds.