



North Dakota Association of REALTORS®

To advocate for the success of our members in partnership with our local Associations and the National Association of REALTORS®

2023-25 Federal Political Coordinator Application

2025-26 Application Deadline: **November 1st, 2024**

Applicant Name _____

Brokerage _____

Primary Local Association _____

Home Address (where registered to vote)

Street _____

City _____ State _____ Zip _____

Mobile Phone _____ Office Phone _____

Email _____

Most recent election in which you voted: _____

2023-25 Congressional Representative you are applying to be FPC for:

Party Affiliation: _____

Why are you qualified to be an FPC for this Member of Congress?

Have you personally contributed to this candidate's campaign? _____

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Have you been an FPC for this Member of Congress in the past? _____

Have you been an FPC for another Member of Congress in the past? _____

Will you attend NAR's FPC Training? _____

****FPCs are also encouraged to make a voluntary contribution to RPAC, as a tangible, credible sign of their commitment to NAR's legislative objectives and their understanding of RPAC's importance in achieving those goals.****

Required Duties of FPCs

A Federal Political Coordinator's most valuable contribution to NAR is the relationship they develop with their Member of Congress. In addition to regular contact with the assigned Member of Congress, there are several specific tasks which are required to fulfill the role of FPC. **Please initial each item to acknowledge your commitment to fulfill these requirements.**

_____ **Respond to All NAR Calls for Action** | FPCs are expected to respond to ALL NAR Calls for Action they receive. As NAR's key REALTOR® communicators with Congress, FPCs are looked upon as leaders by their REALTOR® colleagues and should lead by example. After responding to a Call for Action, FPCs should also encourage their fellow REALTORS® to do the same.

_____ **Advocate on Behalf of all REALTORS® and the REALTOR® Party** | The REALTOR® Party is the non-partisan approach to moving forward legislation that is of benefit and value to all REALTORS®. FPCs must be able to remain neutral on the issues and remove their personal bias before advocating on any REALTOR® supported issue 100% of the time.

_____ **File a Field Report After Carrying Out Specific Actions Throughout the Year Including:**

Quarterly field reports are a thing of the past. Reports are now requested as a follow up to specific actions:

- Personal meeting with the Congressman or Senator;
- Attend a political event in District;
- Attend the REALTOR® Legislative Meetings in Washington, D.C.;
- Host an event for their assigned Member of Congress

At a minimum, FPCs should engage in each of these activities once a year. FPCs are also encouraged to engage with their member and report on substantive discussion as much as they see fit to maintain an organic and close relationship. Filing a field report after each meeting alerts NAR lobbying, policy, as well as state government affairs staff that the meeting occurred and follow up may be required.

_____ **Participate in Training as Required** | All FPCs must complete required training whether it be in person or online. Being familiar with each NAR issue is essential to advocate on behalf of REALTORS®. NAR determines these trainings and will be held in Washington DC in January.

_____ **Attend each Annual Legislative Meeting** | FPCs are reimbursed up to \$2500 for travel expenses incurred to attend the Legislative Meeting. Each FPC should make every effort to attend to lead the issue advocacy in their respective Member of Congress' office. This is the most important Federal meeting of the year and FPC participation is vital.

_____ **Develop a Contact Team** | Each FPC should identify REALTORS® in the state that can assist in their duties and should notify their state FPC Advisory Member (Greg Larson) member upon doing so. The FPC should maintain regular communication with the team on the NAR

issues and CFAs. The team should be ready to aid the FPC in check deliveries or facilitate a meeting in the FPC's absence if necessary. Members of the team will be viewed as possible replacements for the FPC should the time come to step down.

_____ **FPCs Should Support Their Assigned Member of Congress** | FPCs may not engage in activities that support or can be perceived as supporting their member's opponent, including but not limited to contributing to the opponent's campaign. Such activities may be the basis for considering terminating the FPC's appointment.

_____ **Periodically Send News and Other Information to Members of Congress** | Communication is a two-way street. Being a resource to Members of Congress is an FPC's number one priority as they build and maintain the relationship.

_____ **Report All Activities Over the Course of the Year to State Staff at the End of Each Calendar Year.** This step in the communication chain allows the state AEs and GADs to support your role as an FPC to make sure that you have the information that you need and are able to perform your duties as assigned. Your state staff can be a tremendous resource to you in this role.

_____ **Sign and Return "FPC Performance Agreement" to NAR** | If appointed this Agreement is a commitment between the appointed FPC and NAR. By signing the form, the FPC agrees to carry out their duties to the best of their ability and acknowledges they can be removed for failure to fulfill the role.

FPC Recommendation Process

There is a formal process for nominating new Federal Political Coordinators (FPCs) or making any changes to the current list of NAR FPCs. Every two years, incoming state association Presidents recommend FPC appointments to NAR. NOTE that NDAR engages our Executive Committee on this recommendation. The NAR FPC Advisory Member then finalizes the recommendation, and the President of NAR officially approves the recommendation.

In developing recommendations for nominating new FPCs, North Dakota REALTORS® and NAR shall consider:

- Legislator's recommendation(s)
- Area of Member of Congress' concentrated influence
- Home base of Member of Congress
- Demographics of district
- History of REALTOR® association involvement
- Knowledge of real estate issues

- Support of the REALTOR® Party
- RPAC history
- Relationship with elected Legislator/staff

None of these factors shall expressly qualify or disqualify prospective FPCs from consideration.

Applicant Signature

Date

For Association Use

Congressional Representative's FPC Preference (if any):

Local, State, National REALTOR® Party Involvement

Previous FPC History

Quarterly Reports History (if any) _____

In-state allocation utilized? _____