

**BURLINGTON FINE ARTS LEAGUE
SPECIAL PROJECTS GUIDELINES**

1. Funding for Special Projects is equal to 10% of the net GALA proceeds. Funding is spent during the remainder of the fiscal year following the GALA.
2. A Special Project is a request for funding that arises during the year, not by a set deadline.
3. The general criteria applicable to Projects also apply to all Special Projects.
4. The special project must be art related. Organizations and individual applications will be considered.
5. Special Projects that benefit a **group's** education and enrichment in the arts will be given priority over capital improvements requests. Special Projects that contribute to an **individuals'** education and enrichment in the arts will also be considered.
6. Special Projects in the nature of capital improvements will receive lower priority.
7. Applications must be submitted to the Chair of the Projects Committee, P.O. Box 243. The Committee will review the application and its recommendation will be presented to the membership.
8. Any sum of \$500.00 or less need only be presented at one meeting with voting immediately following.
9. Any sum in excess of \$500.00 must be presented to the membership at two meetings with voting following the second presentation.
10. The Committee will attempt to oversee the equitable distribution of funds.
11. The Committee will keep information confidential and will exercise discretion if needed in extenuating circumstances.
12. The Treasurer will send Special Projects checks to Chair for mailing to recipients following the meeting during which the project was approved.

Doc. Name/ No.	Original Issue Date	Issued By	Revised By	Revision No.	Date of Revision	Location of Document
Special Projects Guidelines	1982	Bylaws Committee	Bylaws Committee	6	Draft: March 2007; Appr. Sept. 11, 2007	President's Notebook, Historian, Notebook, Website (www.burlingtonfineartsleague.com)
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