

Guidelines for In-Kind Financial Assistance for Members

These guidelines are intended as an appendix to the Membership and Facilities Committee Guidelines and Membership policy. A number of members have noted fees as a barrier to access and a few members have requested in-kind financial assistance in the past, especially for covering member dues, which prompted the creation of this program by the MFC. The intention and scope of this program is not to provide long-term, or sustained financial assistance, but to be able to provide responsive support for members during times of financial difficulty.¹ It is also important to note that Gallery 44 strives to keep our facilities as affordable and accessible as possible, usually less than half of the rates of commercial studios.

Each fiscal year (starting October 1) Gallery 44 will budget \$500.00 total for this program. Any unused funds do not carry over to the next fiscal year. These funds may be used to cover:

1. Membership Dues. Members applying to the program must continue at the same membership level they held in the previous year (day/full/community).
2. Any production facilities or equipment rental use. Provided they have attended and passed the relevant orientations.
3. 50% of the regular cost of digital printing services.

Items not covered in this program include:

1. Workshops, one-on-one workshops and one-on-one orientations.
2. Production materials. (ie. darkroom chemistry, paper, Larson-Juhl framing).
3. Past-debt or outstanding invoices with Gallery 44.

To qualify for the program members must:

1. Be a member of Gallery 44 for a minimum of one year.
2. Submit a letter of request outlining their need for G44 membership/facilities in the coming year to the MFC, including a budget of how they plan to use the credit.
3. Demonstrate financial need. How this is done is up to the member.
4. Be approved by the MFC.

The MFC will assess applications on an ongoing basis at the next meeting after a complete application is submitted. The MFC will determine eligibility with the following procedure.

1. Determine whether the proof of financial need is adequate.
2. Assess whether the budget for the proposed project/need is reasonable.
3. Award the full amount requested until funds are used up.

4. If multiple members apply and the total amounts exceed the budget, the MFC will divide the budget based on the requested amounts.
5. New applicants will be preferred before returning applicants.

Other Notes:

1. Members who receive financial assistance are not expected to have any related time commitments to Gallery 44 beyond the usual 3 volunteer hours per month.
2. Assessment by the MFC is solely for qualification and not based on merit.
3. If all funds have been used, new applications will be held for the first MFC meeting in the new fiscal year (after October 1st).

¹ This sentence added for clarity Dec 11, 2019, following discussion with MFC