

**Middletown Commission on the Arts - Policy Statements**  
**10/25/2010 (UNDER REVIEW WITH AD HOC FUNDING POLICY SUBCOMMITTEE)**

**Executive Committee**

- The Executive Committee is empowered to complete items on a Commission agenda not covered at a Commission meeting.
- Commissioners have the prerogative of changing the order of business at a meeting (with majority approval) in order to attend to items that are considered to be of special importance.
- When the Executive Committee deals with agenda items outside of Commission meetings, decisions will be based on committee recommendations and budgeted expenditures.
- Items outside of Committee and budget, of a routine nature, will also be handled.
- Those items the Executive Committee considers to be of an extraordinary nature will result in full Commission contact and/or special meeting.
- Executive Committee decisions will be reported at the earliest Commission meeting.

*Approved/Adopted January 30, 1980*

**“Financial Awards Outside of the Granting Period”**

It shall be the policy of the Middletown Commission on the Arts to award funds to individuals, organizations and/or projects only when said funds have been applied for in accordance with current and future Grants and/or Matching Funds procedures and requirements. Exceptions to this policy will be by two-thirds vote of the full Commission when they elect to become a sponsor and/or to exercise an active participating role in the use of said funds. Exceptions will be considered as part of the Commission’s program for the fiscal year and said funds will be drawn from the appropriate program funds.

Criteria for Request Considerations

1. Request could not be justifiably accommodated under the Grants/Matching Funds program (meaning that the request is not due to poor planning, etc.).
2. Request meets a justifiable emergency need.
3. The request is for a program/event/etc. that the Commission wishes to lend its name to because of high visibility, broad community impact, once in a lifetime opportunity.

*Policy adopted January 11, 1982*

*Readopted, as above, July 25, 1985*