

DENVER ACTORS FUND

Distribution Policy -- DAF Emergency Artists Relief Fund (“DEAR”)

Amended: June 10, 2020 by unanimous vote of the following Directors:

Chris Gibley, Penny Dwyer, Fletcher Woolsey, Kelli Lewis,
Gail Marie Bransteitter, Kenneth Moten, Elizabeth Scott-McKean

**This Amended Distribution Policy shall apply to all applications *received or reviewed* after
June 1, 2020.**

In recognition of the unprecedented economic hardship for theater professionals across Colorado as a result of the COVID-19 pandemic, the Denver Actors Fund (“DAF”), by and through its Board of Directors, authorizes the distribution of DEAR funds in accordance with the following policy:

I. DEAR Funds Defined:

- A.** DEAR Funds shall consist of an initial designation of \$25,000.00 from the DAF as well as any additional funds from the DAF as designated by the Board of Directors.
- B.** Any additional donations or grants specifically identified by the donor or grantor as DEAR Funds.

II. DEAR Distributions:

- A. Round One:** Prior to June 1, 2020, DAF, by and through its Executive Director, may distribute DEAR Funds in one-time disbursements of up to \$250.00 to Round One Qualified Aid Recipients. A Round One Qualified Aid Recipient is an individual who:
 - 1.** Resided in Colorado for at least six consecutive months immediately prior to applying for DEAR Funds;
 - 2.** Was employed or contracted by a theater company as a theater professional (performer, designer, technician, stage manager, or similar) or theater adjacent professional (box office worker, house manager, administrative employee, theater arts educator, or similar) anywhere in

Colorado; and who

3. Is no longer employed or contracted in such capacity as a direct result of the COVID-19 pandemic; and who
4. Can verify a loss of up to \$250.00 as a result of no longer being employed or contracted in such capacity; and who
5. Does not have ongoing, full-time work as an owner, officer, director, employee, or contractor for any public or private entity; and who
6. And who has not previously received DEAR Funds from DAF; and who
7. Has not served as a Director or Officer of DAF at any time in the five years preceding their application for aid.

B. Round Two:

3. After June 1, 2020, DAF will continue to distribute DEAR Funds in one-time disbursements of up to \$500.00 to Round Two Qualified Aid Recipients. A Round Two Qualified Aid Recipient is an individual who:
 - a) Meets all criteria to qualify as a Round One Qualified Aid Recipient; and who
 - b) Can verify a loss of up to \$500.00 as a result of no longer being employed as a theater or theater adjacent professional due to COVID-19.
4. DAF will also distribute DEAR Funds in “Round Two” disbursements of up to \$250.00 to Qualified Aid Recipients who received funding under Round One but who can verify up to an additional \$250.00 in losses as a result of no longer being employed as a theater or theater adjacent professional due to COVID-19.

III. Termination of the DEAR Fund:

- A.** The final day to submit an application for DEAR Funds will be August 15, 2020.
 - B.** So long as sufficient funds remain, DAF will give due consideration to all applications received up to and including August 15, 2020. If there are insufficient DEAR Funds to provide assistance to all Round Two Qualified Aid Recipients, DAF will process applications for aid in the order in which they are received.
 - C.** If any DEAR Funds remain after processing of applications received by August 15, 2020, DAF will transfer those funds to the DAF General Fund for use in accordance with the DAF's general distribution policy and Bylaws.
- IV. Discretion to Deny Distribution:** DAF reserves the right to decline any request for DEAR Funds at its sole discretion if the Executive Director determines that a requested distribution would be inconsistent with the purpose of the DEAR Funds or the DAF mission.
- V. Reporting:** The Executive Director shall provide a monthly accounting of all DEAR funds distributions to the Board of Directors.
- VI. Modification:** This distribution policy is subject to modification at any time and for any reason by a simple majority vote of the Board of Directors for DAF.