

**Visiting Artist Fund Terms of Reference**

A Visiting Artist Fund has been established by the School of Fine Art Student Association SOFA, and the School of Art faculty in which money contributed shall be used in a manner that benefits the majority of the student body, by hosting visiting artists and lecturers. It is not intended to become part of the faculty's core funding.

The allocated funds must be used in one of the following manners:

- 1. To cover the cost of travel, fees, and accommodation of local, national and international artists and lecturers, such as curators, critics, art historians, and other recognized art professionals.
- 2. To cover the costs of promotional material for said lectures, such as handbills or posters.

Proposals for funds that fall outside of the above-mentioned categories may be granted on consultation with the Department of Donor Relations (204-474-9752) to ensure they fall within University of Manitoba spending guidelines.

**Advisory Committee**

The decisions regarding the disbursement of this fund can be made only by members of the Visiting Artist Committee, which should consist of:

- 1. Two faculty members
- 2. A representative of the School of Art Gallery
- 3. An undergraduate student representative

The faculty members and the representative should be appointed by faculty council and the student representative appointed by SOFA. The committee will meet as needed during the academic year.

We, \_\_\_\_\_ & \_\_\_\_\_, Co-presidents of SOFA SA, approve the terms of reference outlined in the preceding paragraphs.

\_\_\_\_\_  
Signature, Date

\_\_\_\_\_  
Signature, Date

I, \_\_\_\_\_, Director of the School of Art, approve of the terms of reference outlined in the proceeding paragraphs.

\_\_\_\_\_  
Signature, Date