***SMITH MOUNTAIN LAKE CHARITY HOME TOUR***

***CHARITY REVIEW PROCESS***

The net proceeds of the Charity Home Tour will be divided into two components: 80% divided equally among the selected charities and 20% will constitute a Bonus Pool.

To qualify for the 80% disbursement, charities must raise a minimum of $7,000. To qualify for the Bonus Pool, a minimum of 80 points on the Review is required.

**Review Process**

On two separate occasions during the tour season, the SML Charity Home Tour will provide a review of each charity. The SML Charity Home Tour Chairs for Home Administration, Traffic, Sponsorship and Tickets will review, in writing, each charity’s progress. The Review points are based upon execution of duties, as described in the Key Volunteer Job Descriptions, and the Charity Participation Agreement.

**Performance Measurements By Area**

The first review will occur in July and is designed to help each charity assess how they are doing in terms of what is expected and points will be given only for duties already performed. The final review, which is mainly based on Tour Weekend, will include a total numerical award from each of the following:

**Home Administration:** May award from 0 to 40 points, with 0 being the lowest and 40 being the highest.

**Sponsorship:** May award from 0 to 40 points, with 0 being the lowest and 40 being the highest.

**Traffic Administration:** May award from 0 to 15 points, with 0 being the

lowest and 15 being the highest.

**Ticket Administration:** May award 0 to 5 points, with 0 being the lowest and 5 being the highest.

Should a charity earn less than 80 points, that charity would not qualify for participation in the Bonus Pool.

Revised 9/23/2019 CC