



Guidelines for Gal-a-lotta 2017

Our Goal

The goal of Gal-a-lotta is to provide a meaningful platform in order to raise funds and awareness for Metropolitan Milwaukee Not-For-Profit programs, in part by leveraging the Bartolotta brand and reach.

Gal-a-lotta Scope

We will select one 501(c)(3) organization as our partner for 2017. This partnership will conclude in one gala for a **MAXIMUM** of 350 people, to be held at the historic and magnificent Grain Exchange, 225 E. Michigan, Milwaukee, WI 53202, subject to availability and a mutually agreed upon date. The gala **must** occur in the calendar year 2017. **Specifically**

included:

1. room rental charges
2. service charges
3. service – servers, bartenders, cooks, and coat check, if applicable
4. food includes: chef choice appetizers during the cocktail hour, salad, entrée and dessert
5. beverage includes all non-alcoholic beverages, coffee and liquor as follows: 1- hour cocktail reception, open bar for non-alcoholic beverages, beer and wine. Cash bar for cocktails, mixed drinks and spirits. One (1) glass of wine per attendee at dinner.
6. standard tables, chairs, linens, china, glass and silver

This **specifically does NOT include:**

1. rentals
2. upgrades on food or beverage
3. upgrades on linen, tables, chairs, china, glass and silver
4. table décor including candles and flowers
5. valet service
6. audio/visual
7. vendor assistance
8. fundraising

9. sponsorship assistance
10. purchasing or "selling" tables on your behalf
11. in-kind donations
12. auction item procurement, set-up or management
13. sales and use or other governmental taxes or fees imposed

Guidelines for consideration:

1. Organizations must have an IRS tax-exempt classification under 501(c)(3) of the IRS Code.
2. Organizations must be located within the MMAC's M7 designation.
3. Organizations must have hosted at least three galas in past five years.

What we will not consider:

1. First time galas.
2. Organizations that do not have an IRS tax-exempt classification under 501(c)(3).
3. Individuals, for any reason.
4. 501(c)(3) organizations located outside of the MMAC's M7 designation.

The application process:

1. Review our guidelines for consideration.
2. Complete the application.
3. Within 24 business hours, you will receive an email confirmation from one of our board members.
4. Once the application process has closed, 2/29/2016, our board will review the applications and select three finalists. These organizations will be asked to join us for a 20-minute presentation and Q&A session. Our board will then meet to determine our 2017 partner. All presenters will be notified within 24 hours. The winner will be announced and contacted the next day.

Questions or Concerns?

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