



MARYLAND ACADEMY OF  
FAMILY PHYSICIANS

ABLE, RESPONSIVE FAMILY PHYSICIANS SERVING THEIR COMMUNITIES

**PROCESS FOR  
USE OF DISCRETIONARY FUNDS**

**PROCESS**

- Executive Committee discusses merit of non-budgeted expense
- Project Proposal Screening Template process is applied
- Recommendation is made by the Executive Committee
- Recommendation is sent to Treasurer and Finance Committee
- Recommendation made by Treasurer and Finance Committee
- Recommendation sent to Executive Committee for action

Process should be turned around in less than one month.