

## **REGIONAL DISTRICT OF NANAIMO**

### **COMMUNITY GRANTS COMMITTEE TERMS OF REFERENCE**

**June 2017**

#### **PURPOSE:**

The role of the Community Grants Committee is to review grant applications received from registered non-profit organizations in the Regional District of Nanaimo (RDN), once a year, and make recommendations to the RDN Board. (See RDN Board Policy No. A1.30)

#### **COMMITTEE ROLES AND RESPONSIBILITIES:**

The Community Grants Committee will meet to review and provide comments and recommendations to the RDN Board of Directors concerning individual Community Grant applications received from registered non-profit organizations that provide a social enrichment service to the community.

Applications are submitted for grants as per the approved RDN Community Grants Policy.

#### **MEMBERSHIP:**

- The Committee is comprised of three RDN directors from the RDN Board.
- The Committee members and Chair will be appointed annually by the RDN Board Chair.

#### **MEETINGS:**

- The Committee will meet annually in October.
- A quorum of two of the Committee membership is required to conduct Committee business.
- Staff will be assigned to support the Committee including the coordination of agendas, minutes and staff contacts for Committee members.