

## Grants and Impact Committee – Role Description – Committee Member

Review period	Every two years
Last Review	November 2023
Next Review	November 2025

### 1. Introduction

The Grants and Impact Sub-committee is a sub-committee of the Board of Trustees, consisting of Trustee and non-Trustee members. The main purpose of the committee is to recommend grant-making and programme priorities, review organisational impact, and make decisions on grant allocations for the Foundation's funds.

### 2. Membership

The committee will have a minimum of 6 members, of which at least 3 will be Trustees. The committee will be chaired by a Trustee.

The Foundation will also invite individuals with particular expertise to join the Sub-committee as deemed necessary. **As of November 2023, we are particularly interested in recruiting members who represent the disabled community.**

### 3. Term of Office

The members of the committee will be appointed for an initial term of three years and may be re-appointed for one further three-year term.

Normally appointment to the Sub-committee for people who are not Trustees will be two years, to allow for rotation of membership.

### 4. Meetings

The committee will meet up to 5 times per year and a report of each meeting will be provided to the Board of Trustees. Grants staff, and other strategic leads, may also attend the committee's meetings.

### 5. Responsibilities

The specific duties of the committee are as follows:-

- (i) to consider the grant making strategy and recommend the priorities for grant-making for the following financial year;
- (ii) to consider the recommendations made by the Foundation's Grants Team in relation to grant applications, and make decisions on these recommendations;
- (iii) to review the impact and learning of grants awarded, policy and programme work, in relation to the Foundation's strategic and operational objectives, including, but not limited to, attending Seeing is Believing visits;
- (iv) to take part in publicity around the Foundation's grant-making. This may include meeting with grantees, formal presentations of cheques, etc
- (v) to delegate authority for grant-making to Advisory Panels;
- (vi) to be informed of the decisions made by Advisory Panels to ensure that the Grants Sub-Committee has an overview of all grants awarded by the Foundation.
- (vii) Any other reasonable duties that Trustees deem to be relevant to this committee.

## **6. Time Commitment**

Whilst it is difficult to outline the exact time commitment, the role will require time for the following:

- Monthly review of grant recommendations by email – no more than one hour for review
- A minimum of 1 x quarterly two-hour Impact Committee meeting

In addition, committee members will be invited to attend any additional committee meetings, where appropriate, as well as Foundation events such as conferences, and Seeing is Believing visits.