



## Grants Strategy and Impact Committee Terms of Reference

<b>Approved by the CFKA Board</b>	January 31, 2023
<b>Date Reviewed</b>	GSI: January 23, 2023
<b>Replaces Previous Version Approved</b>	February 24, 2021
<b>Organizational Relationship</b>	The Grants Strategy and Impact (GSI) Committee is a Standing Committee of the Community Foundation for Kingston & Area (CFKA) Board of Directors.
<b>Reports to</b>	CFKA Board of Directors
<b>Purpose/Mandate</b>	The purpose of the Committee is to provide recommendations to the Board of Directors regarding the granting priorities, strategic direction, and overall impact and integrity of CFKA’s granting programs. From time to time, the GSI Committee may perform additional functions delegated by the CFKA Board of Directors.
<b>Responsibilities</b>	<p><b>Plan</b></p> <ul style="list-style-type: none"> <li>• Review the goals and priorities of CFKA granting programs, including community development priorities;</li> <li>• Review and recommend grant-related policies to the CFKA Board of Directors for approval;</li> <li>• Provide strategic input on impact and best practices in grantmaking;</li> <li>• Provide advice, as needed, for new or additional granting opportunities;</li> <li>• Provide strategic input, as needed, on the allocation of unrestricted, restricted, and special purpose granting dollars across program areas.</li> </ul> <p><b>Review and Approve/Recommend</b></p> <ul style="list-style-type: none"> <li>• Review and approve <ul style="list-style-type: none"> <li>○ Terms of Reference for grant review committees including, but not limited to, ensuring a diversity in the membership; and</li> <li>○ appointment of new members for all grant review committees.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ The CFKA Board of Directors may delegate the approval of externally- funded grants on a case-by-case basis. When delegated by the Board, GSI approves grants based on the criteria established by the funding source</li> <li>● Review and Recommend to the Board <ul style="list-style-type: none"> <li>○ Make granting recommendations to the Board of Directors for its approval;</li> </ul> </li> <li>● The Sisters Impact Fund The GSI Committee oversees the approval process of project-specific funding requests from the Sisters’ Impact Fund. <ul style="list-style-type: none"> <li>○ GSI, with staff support, reviews all requests for funding from the Sisters’ Fund (submitted either by the ARC Steering Committee or from other ACE’s and Senior’s applicants) in a non-competitive, participatory granting model and receives and reviews post-project reports.</li> <li>○ The GSI Committee oversees and recommends approval of projects, whereas formal approvals of any funding requests must be authorized by the Board.</li> </ul> </li> </ul> <p><b>Report</b></p> <ul style="list-style-type: none"> <li>● Submit an annual report to the CFKA Board of Directors with a summary of GSI activities/work from the past year and a proposed workplan for the upcoming year.</li> </ul>
<b>Membership</b>	The Chair will be appointed by the Board of Directors. Membership is 4-8 members including the CFKA Executive Director, CFKA Board member, Community Grants Chair, Community Grants Vice-Chair, and community member(s). The staff resource for this committee is the Grants Officer. Guests may be invited periodically.
<b>Quorum</b>	Majority
<b>Meetings</b>	The Committee meets once every two months or as needed.