



Grants Committee Charter

The primary purpose of this standing Committee is to secure grants to fund start-up and opening of the Whitewater Grocery Co. The Committee will work with the Board to identify funding needs. .

The Committee's responsibilities include:

1. Search and identify potential funding sources through grants from a variety of organizations, including government and non-government organizations, private and public foundations, etc.
2. Create a list of potential grants for the Board to review and prioritize.
3. Seek out partners that may support and strengthen the grant application.
4. Develop and maintain a grants application calendar.
5. Collaborate with the Committees of the Whitewater Grocery Co. to supply the information needed to apply for the grant.
6. Draft, apply for and secure applicable grants required to fund start-up and store opening
7. Work with the Finance & Legal Committee to administer secured grants, including developing a reporting calendar.
8. Work with the Treasurer to create a recommendation for a budget for the committee's work.
9. Spend money (within budgeted amounts) to accomplish the committee's goals.
10. Provide a brief written report to the board monthly about the activities of this committee.

The committee will meet *as needed* with the chair being ultimately responsible for scheduling the meetings and reporting to the Board of Directors.

This committee shall consist of at least one board member.

Limit: The committee cannot spend more than budgeted, cannot spend more than \$50 on unbudgeted items without committee approval and no individual committee member has the authority to spend money unless specifically authorized by the committee or Board.

Adopted:

Reapproved:

Last Updated: