



COMMUNITY IMPACT GRANT SUBCOMMITTEE DESCRIPTION SUBCOMMITTEE MEMBER AND CHAIR RESPONSIBILITIES

Background: Community Foundation for Monterey County (CFMC) is a nonprofit philanthropic organization whose mission is *to inspire philanthropy and be a catalyst for strengthening communities throughout Monterey County*. CFMC operates in the highest ethical standards, complies with the National Standards for U.S. Community Foundations; and is a member of the League of California Community Foundations.

Community Impact (CI) grants are the Community Foundation for Monterey County's (CFMC) primary competitive grantmaking program. Supported from more than 40 field of interest funds, the program grants approximately \$2 million each year. Community Impact grants are highly visible, community-driven funding that:

- Supports CFMC's vision of healthy, safe, vibrant communities;
- Addresses a range of fields and issues throughout Monterey County;
- Builds on existing community assets, proven strategies and promising ideas.

Grant Subcommittee Composition: The Grant Subcommittees are composed of members of CFMC's Board of Directors and community volunteers. Both groups are subcommittees of the CFMC Grants and Programs Committee, which is a Board committee. CFMC Board members serve as Grant Subcommittee Chairs.

Grant Subcommittee Member Qualifications

1. Genuine interest in community needs
2. Attention to detail
3. Ability to work independently as well as part of a team
4. Commitment to serve on the Subcommittee for at least one year and to the Subcommittee's responsibilities
5. Willingness to disclose conflicts of interest prior to reviewing grant applications
6. High level of confidentiality

Grant Subcommittee Member Responsibilities: The Grant Subcommittee is a CFMC advisory committee established to review and recommend grants in accordance with the foundation's stated grantmaking priorities and guidelines. Responsibilities include:

- Attending an orientation/training meeting to understand the background and goals for the grant program;
- Committing to avoid potential conflicts of interest when reviewing grant proposals and maintaining strict confidentiality about prospective grantees/organizations applying for a grant;
- Reviewing grant proposals and rating them based on the selection criteria provided;
- Attending grant committee meetings and actively participating in discussions and building consensus around funding recommendations to CFMC's Board of Directors;
- Providing input on ways to strengthen the Community Impact grant program.

Expectations: The Grant Subcommittees participate in the grant review process in the Spring. In addition to the time needed to read and rate proposals through the CFMC’s online grant application platform, each Subcommittee meets once; meetings typically are two hours around lunchtime (lunch provided) and are generally held at CFMC’s Salinas office. In 2022, meetings are virtual (via zoom).

	Annual Cycle
Subcommittee 1	Children & Youth Development: Early childhood development, academic supports, parent/family engagement, character-building Arts, Culture & Historic Preservation: Arts education, community-building arts programs, educational programs on the history and culture of Monterey County, restoration/preservation of historic places, structures and artifacts significant to Monterey County
Subcommittee 2	Health & Human Services: Safety net and human services; prevention programs, independent living for older adults and people with special needs Community Development: Community building, leadership development, immigrant services, adult basic financial/digital literacy, employment readiness Environment & Animal Welfare: environmental education and engagement; animal overpopulation prevention programs for companion animals

I understand and accept the responsibilities as stated above.

Name (printed): _____

Signature: _____

Date: _____

SUBCOMMITTEE CHAIR RESPONSIBILITIES

A CFMC Board member serves as a Grant subcommittee chair for each committee. Subcommittee chairs have the following responsibilities:

1. Work with staff to prepare meeting agendas and plan for meeting logistics.
2. Communicate information among the Grant Subcommittee, Community Impact Board Committee and CFMC Board.
3. Support CFMC's grantmaking policies.
4. Facilitate subcommittee meetings; encourage a thorough, efficient process and lead the subcommittee in building consensus.