

**Sisters of St. Joseph of Carondelet
Ministries Foundation
Grant Committee Charter**

PURPOSE

In keeping with the purpose and mission of the Ministries Foundation, the Grant Committee seeks to support the goals and priorities of the Sisters of St. Joseph of Carondelet St. Paul Province, as determined by the Sister Assembly, by distributing:

1. An amount from the Partners in Ministries Fund determined by the Finance Committee in accordance with the Foundation's approved investment policy.
2. Proceeds from the main fundraising event benefiting the ministries.
3. One half of the surplus revenue over operating expenses each year from the Ministries Foundation Annual Fund.

MEMBERSHIP

The Province Leadership Team liaison to the Ministries Foundation; two CSJ community members selected by the Council; two to four Ministries Foundation Board members (CSJs and non-CSJs) determined by the chair of the board, the Executive Director, and the Grant Committee Chair. The Executive Director and other Ministries Foundation staff may be in attendance as non-voting members. The Board Chair is an ex-officio voting member.

MEETINGS

The Grant Committee will meet at least two times per year or as often as needed.

RESPONSIBILITIES

1. Become familiar with the management and operations of entities receiving grants and evaluate the outcomes of the grants received.
2. Review PIM (Partners In Ministry) and Gala Grant Request Forms (fall and spring versions).
3. Review PIM and Gala grant applications.
4. Review distribution guidelines to allot all proceeds.
5. Recommend grants to the Ministries Foundation Board of Directors for approval.