

## **Fundraising Working Group**

### **Terms of Reference**

**January 2015**

The Fundraising Working Group shall have responsibility for the development and delivery of fundraising strategies in support of the Society's capital development projects.

The Fundraising Working Group will make recommendations to the Board of Trustees in the following areas:

- Outlining possible strategies for fundraising
- Developing and delivering a programme of fundraising events and activities
- Monitoring the policies of grant giving bodies and advising on development fundraising
- Oversight of applications to grant giving bodies
- Development and delivery of strategies to encourage individual giving

#### **Communication of Activities**

- All meetings of the Fundraising Working Group shall be minuted. These will be circulated to the Board for approval.

#### **Composition**

- The Fundraising Working Group shall comprise the Chairman of the Board and two Trustees elected by the Board with the Executive Director and Finance & General Manager attending ex-officio.
- These Trustees will serve for a term of three years, renewable once consecutively, and one of whom will be appointed by the Board to chair the meeting.
- The Fundraising Working Group is also entitled to co-opt relevant help for clearly defined roles and terms of service as it sees necessary.
- There shall be a quorum of two elected Trustees for the valid discharge of business.

#### **Arrangement of Meetings**

- The Fundraising Working Group shall meet as and when appropriate in relation to progress on development projects and the needs of the Board.

**Memberships in effect of October 2014:**

Peter Down  
Liz Arkell  
Peter Foster  
Jon Murden

v.2 – January 2015 revision