

Terms of Reference Fundraising Committee	Doc. Ref. CRGT-T-FC
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Terms of Reference *Ambosow kevarwodha*

Fundraising Committee

1. Name *Hanow*

Fundraising Committee ("The Committee").

2. Purpose *Mynnas*

To provide advice, coordination and practical support in relation to fundraising activity associated with the Recreation Centre project and other agreed initiatives relating to the Recreation Ground.

The Committee supports the identification of funding opportunities, preparation of funding applications, community fundraising activity and stewardship of funding relationships.

3. Status *Gre*

The Committee operates under delegated authority from the Trustees for defined fundraising functions.

The Committee is advisory in relation to strategic decisions and the acceptance of funding, which remain the responsibility of the Trustees.

The Committee operates as a standing resource for fundraising activity and may, subject to Trustee approval, transfer to a successor or umbrella body where organisational arrangements evolve.

4. Scope *Skop*

The Committee may consider and provide advice on matters including:

- identification of grant funding opportunities and alignment of project proposals with funder priorities;
- development and coordination of funding applications, supporting evidence and required outputs;
- community fundraising initiatives, campaigns and events;
- sponsorship and partnership opportunities;
- project costs, budgets, value-for-money considerations and financial risks as they relate to funding strategy;
- funding conditions, monitoring requirements and reporting obligations;
- communications and engagement activity supporting fundraising; and
- the maintenance of funding pipelines, relationships and organisational knowledge to support continuity.

5. Delegated functions *Gweythredhow kanasys*

Subject to Trustee oversight, the Committee may:

- research and engage with potential funders;

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- prepare draft funding applications and supporting documentation;
- coordinate project information required for submissions;
- develop fundraising campaigns and materials;
- maintain relationships with funders and partners;
- submit expressions of interest or preliminary enquiries where no financial commitment is created; and
- maintain the funding pipeline and associated records.

The Committee must seek Trustee approval before:

- submitting major funding applications where Trustee sign-off is required;
- entering funding agreements;
- committing the organisation to match funding or expenditure;
- accepting funding; or
- making representations that bind the organisation.

6. Initial focus *Fog kynsa*

The Committee's initial priority is fundraising for the completion of the Chacewater Recreation Centre and associated facilities, including capital works, equipment, fit-out and early operational support where appropriate.

The remit may expand over time to support wider Recreation Ground or community projects as agreed by Trustees.

7. Membership *Eseleth*

Membership shall comprise:

- at least one Trustee of Chacewater Recreation Ground Trust;
- individuals with relevant skills, knowledge or experience in fundraising, finance, project delivery, communications or community engagement; and
- project representatives where appropriate.

8. Eligibility *Dewisadoweth*

Participants must:

- have skills, knowledge or experience relevant to fundraising or the project;
- agree to abide by relevant Trust policies and procedures; and
- declare any conflicts of interest relating to funding, sponsorship or procurement.

Residence within the parish is desirable but not essential where specialist expertise is required.

9. Appointment and tenure *Apoyntyans ha termyn*

Appointments are made by resolution of the Trustees and may be time-limited or subject to periodic review.

Expressions of Interest may be requested outlining relevant experience and contribution.

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10. Meetings *Kuntellyansow*

Meetings shall be convened as required by a Trustee or nominated Committee lead.

The Committee shall meet as necessary to maintain momentum in funding activity, typically monthly or aligned with funding deadlines.

Meetings are working sessions and are not generally open to the public.

11. Reporting *Derivas*

The Committee shall report to the Trustees on a regular basis.

Reports shall summarise:

- funding opportunities identified;
- applications submitted and outcomes;
- pipeline status; and
- risks, capacity constraints and matters requiring Trustee consideration.

12. Continuity *Didoreth*

Funding pipelines, templates, relationships, learning and supporting documentation generated by the Committee should be recorded and maintained to enable continuity across organisational or structural changes.

13. Removal *Dileans*

The Trustees may remove a member of the Committee where:

- a conflict of interest arises;
- confidentiality is breached;
- behaviour falls below expected standards; or
- participation is no longer contributing to the Committee's purpose.