



Philadelphia Yearly Meeting

Of the Religious Society of Friends

GRANTING COMMITTEE CHARGE & DUTIES **(Adopted by Administrative Council on 1/20/18)**

The Granting Committee shall consist of 8-10 members appointed by the Administrative Council with a maximum of 5 members currently serving on a Granting Group and the remainder being At-Large members. The PYM Director of Grant Making and PYM Treasurer are also members of the committee, serving *ex officio*.

CHARGE:

With Divine Assistance, the Granting Committee is charged to oversee the granting function of the Philadelphia Yearly Meeting (PYM), to appoint membership of PYM granting groups, to develop and implement procedures to ensure effective process, structure, and the general affairs of the granting function of PYM. The committee shall lead by example, fostering an environment that enables and promotes the work of the Committee and Council in a spirit-led, trustworthy, and transparent manner.

AUTHORITY:

The Administrative Council delegates the following authority to the Granting Committee to:

1. Oversee the granting function of PYM, which is the sole trustee or income beneficiary of grant funds.
2. Appoint members for Granting Groups and report appointments to the AC.
3. Refer all legal and financial policy issues to the AC. Provide the expertise and recommendations, as needed, for AC consideration of policy review.
4. Create and report to the Administrative Council structural and procedural changes necessary to achieve granting function in alignment with PYM's overall strategic initiative and annual objectives.
5. Co-opt members for its subcommittees who are not GC members and who bring
6. needed skills and capacity to accomplish the work; report subcommittee membership to AC annually.
7. Perform the duties as assigned below.

Prior to creating any processes or policies outside those defined above or within the duties below, the committee must obtain Administrative Council approval.

DUTIES:

To:

1. Serve the Administrative Council in an advisory capacity.
2. Ensure alignment of Granting Committee and Granting Groups with PYM's overall objectives.
3. Improve consistency and effectiveness by increasing information sharing and collaboration across granting groups
 - Bring uniformity to grant making process
 - Identify and promote best practices among the existing granting groups and relevant examples from other similar organizations.



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- Create and organize granting groups as advisable and practicable to make grant making more effective, reduce administrative burden and optimize use of volunteer time.
 - Hold granting groups accountable to their charge
4. Raise awareness of granting activity as a major part of PYM's mission.
 - Communicate PYM's grants witness to PYM members and beyond.
 - Publish on the PYM website and in newsletters.
 - Report at least once a year to Yearly Meeting in session to summarize PYM granting activity and accomplishments of all Granting Groups.
 - Share and apply knowledge gained to granting groups, and PYM
 5. Foster connections with relevant Quaker Life structures.
 - Support communication and relationships across Councils by connecting Granting Groups with program work under the care of the Quaker Life Council that matches Granting Group program areas.
 6. Contribute content to the AC's corollary handbook as requested.
 7. Contribute to the Annual Report of the AC to the PYM Membership.