



Communications and Fundraising Committee

TERMS OF REFERENCE

Mandate

The Communications and Fundraising Committee assists the Board in the planning, coordination, and implementation of fundraising activities in support of the projects and activities of CIP-PSTF. As such, the subcommittee will be responsible for:

- a) Identifying and maintaining a list of existing and potential sponsors and funders
- b) Assuming the lead for certain fundraising activities as agreed upon by the Board
- c) Liaising with the CIP conference staff to coordinate fundraising opportunities for CIP-PSTF during the annual conference

Composition

The Communications and Fundraising Committee will consist of a minimum of three members of the Board.

At the discretion of the Board, up to three additional volunteers (members-at-large) may join the Communications and Fundraising Committee. These individuals may be a member of CIP-PSTF, the Canadian Institute of Planners, or member of the general public. Volunteer (members-at-large) appointments, unless otherwise stated, shall be two years, which may be renewed for a further two years, contingent upon satisfactory completion of a first term.

Members-at-large shall have expertise in one or more of the following areas:

- Fundraising
- Sponsorships
- Communications