



## **KidSport Committee Terms of Reference**

### **Composition & Eligibility**

The Committee shall be comprised of a minimum of three Individuals who demonstrate interest in supporting the KidSport program, none of whom may be Directors of the Federation. Members should possess a basic level of familiarity with KidSport program delivered by the Federation.

### **Role of the Committee**

- To oversee and distribute KidSport grant funding provided by the Federation to families in need and qualify for funding.

### **Responsibilities of the Committee**

- Review applications for the Federation's KidSport Program and grant them in accordance with the relevant criteria; and
- Review the application process and funding criteria for the KidSport Program and make recommendations to the Board of Directors.

### **Procedures of the Committee**

- Quorum to be a majority of the voting members of the Committee;
- Decisions to be made by majority (50%+1) vote of the eligible voting members with the chair having a vote only in the event of a tie;
- Committee authorized to meet without the Executive Director present;
- In the chair's absence or inability to act, one of the other committee members to serve as chair; and
- Meetings to be held, if necessary, by conference call. Decisions may be made as a result of an e-mail vote.