



Fundraising Committee

Accountability and Purpose

- The Fundraising Committee assists TVPI in the planning, coordination and implementation of all fundraising activities in support of its programs, projects and activities. Fundraising in this context refers to revenue raising events, charitable donations from individuals and organizations and operational grants. Fundraising does not include monies paid to deliver a contractual service.

Authority

- The Fundraising committee is Standing Committee of the Board.
- The fundraising plan developed by the Committee must be approved by the Board. With such approval the Committee is empowered to act to make the plan a reality but such approval does not enable it to direct staff.

Objectives

- Develops two-year fundraising strategy for TVPI that includes financial goals, likely sources of fundraising revenue and identifies responsibility (staff and volunteers) for each area.
- Identifies and recommends any ethical considerations or principles that need to be adopted. Implements, monitors and evaluates the fundraising strategy once it is adopted.
- Identifies and maintains a list of existing and potential event sponsors and program donors and tracks appeals.
- Facilitates the development of project proposals by staff to submit to potential event sponsors and donors
- Assumes the lead for one key fundraising event annually such as the annual fundraising dinner.
- Oversees interactions with sponsors and funders including obtaining funds or in-kind services, thanking the sponsors and funders in writing and acknowledging sponsors and funders at board meetings, special events, the AGM and on the website.

Committee Composition

- The Committee should be made up of at least three members of the Board and two members of staff with program leadership responsibilities. Up to two volunteers with fundraising experience may also be invited to join and one of these may also serve as Chair. In the event the committee cannot reach consensus on a course of action and a vote is to be taken, each member will have one vote.
- The Committee may establish an organizing sub-group for special events that includes other Board members. This event group shall report to the Committee.

Committee Budget

- The committee will identify its fundraising goals in terms of gross and net revenues as well as create a budget outlining expected fundraising expenses including committee costs, if any.

Meetings

- The Committee will meet at least four times a year and notes or minutes of their meetings shall be kept.

Reporting Relationship

- The Committee will be report to the Board at least twice a year with one report focusing on fundraising goals, strategies and potential donors, and the second on progress and results.

Signature:

Lucas J. Herring

Board President

August 21st, 2025