



CULTURAL GRANTS

Administered by the Oakville Arts Council

TERMS OF REFERENCE

GENERAL COMMISSION

The Grants Review Committee is commissioned by and responsible to the Board of Directors of the Oakville Arts Council. It is responsible for making recommendations on the distribution of Town of Oakville grants to cultural organizations.

APPOINTMENT AND COMPOSITION

- The Grants Review committee shall be comprised of six members.
- The Chair of the Grants Review Committee shall be appointed by the Oakville Arts Council Board of Directors and shall report to the Board ex-officio.
- At least one member of the Grants Review committee shall be a current member of the Board of Directors.
- Nominations for the remaining positions on the Grants Review Committee shall be sought from arts and cultural organizations known to the Oakville Arts Council.
- Applicants for grants may not have members on the Grants Review Committee.
- The OAC Executive Director and the Recreation and Culture Department's delegate to the OAC Board of Directors shall serve as resources to the Committee and shall be non-voting members of the Committee.

RESPONSIBILITIES

- To receive applications for cultural grants on behalf of the Town of Oakville.
- To review all applications for conformity with the established Cultural Grants criteria.
- To request clarification or additional information necessary to enable a complete review.
- To debate and establish grant levels for all applications.
- To offer constructive comment concerning the grant applications to assist the Budget Committee in appreciating the rationale for the recommendation of the allocations and to assist future applicants.
- To submit a detailed report with recommendations to the Board of Directors of the OAC for presentation to the Budget Committee.
- To reconvene to hear appeals, if necessary, as directed by the Budget Committee or Council.
- To reconvene as necessary and as directed to review grants applications.
- The Grants Review Committee will review applications for grants to cultural organizations, excluding: The Oakville Centre for the Performing Arts, Oakville Museum, Oakville Galleries and the Oakville Arts Council.

CONFLICT OF INTEREST

Grants Review Committee members must declare any conflicts of interest prior to the grants review assessment meeting.