



Catholic Research Resources Alliance

<http://www.catholicresearch.net>

Providing global enduring access to Catholic research resources in the Americas

Date proposed: March 17, 2014

Date established: Adopted by the Board

Sponsor: CRRA Board of Directors as enabled by the *Bylaws*

Name: CRRA Development Committee

Purpose: The Development Committee is advisory to the Board. Its major objectives are to develop strategies to generate funds to sustain the programs and services of the Catholic Research Resources Alliance and identify activities that present opportunities for funding. Toward that end, the Committee:

- Closely follows the work of the Board of Directors, the Membership Committee and other committees to identify program needs and activities that present opportunities for funding.
- Identifies, researches, and evaluates potential funding agencies and other revenue streams.
- Coordinates all fundraising activities across the Alliance.
- Assists in drafting grant proposals, and other fundraising materials.
- Provides guidance and assistance on ethical and professional practices
- Develops, reviews and evaluates the performance of fundraising plans in accordance with established goals and objectives.
- Identifies and advises on how CRRA can help its members pursue external gifts or grants to support their participation in CRRA, carry out activities at their institutions that will directly benefit CRRA programs and/or serve as model projects.
- Recommends and evaluates use of budget appropriations to support fundraising
- Recommends strategies and courses of action to the Board, and as may be directed by the Board, acts on behalf of the corporation in pursuing funding opportunities.

Composition: A Board member appointed by the Board chair serves as chair. One to eight other members may be Board, CRRA official representatives or other individuals with appropriate expertise from CRRA member institutions. Appointments are made by the Board and Committee chair together. The Executive Director serves as an ex officio non-voting member.

Term of chair: The Chair serves for two years once renewable.

Term of members: Members serve a two year term once renewable.

Meetings: Meetings are held as necessary but at least three times annually. Although it is anticipated the Committee will meet primarily through conference calls, the Committee can use other opportunities to hold in-person meetings with appropriate arrangements for remote participation.

Minutes: Minutes are informal, presented in a committee report to the Board and to members on issues as appropriate.