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Town of Aurora

Mayor's Golf Classic Funds Committee

Terms of Reference

Purpose

To oversee the distribution of a "Community Initiatives Fund" generated from the annual Aurora Mayor's Charity Golf Classic.

Membership

The Committee shall be comprised of seven (7) representatives, from service clubs and community organizations who provide a variety of services to those in need within the boundaries of the Town of Aurora. Examples of organizations represented on the application review committee Optimist Club, Rotary Club, Welcoming Arms, Salvation Army, York Regional Police, United Way, CHATS, etc.).

- At least eighteen years of age;
- A Canadian citizen;
- Not employed by the Town of Aurora; and
- At least one (1) member with a background in Finance.

Term

The Committee shall be appointed for a term to coincide with the municipal election and/or term of new Council.

Remuneration

None.

Duties and Functions

Application for funding

- Develop and make available a "grant application form" electronically to all groups or individuals;
- Review and update, as required, the eligibility criteria for funding each term; and
- Intake and review applications against eligibility criteria.

Financial support

- To determine the amount of financial support to not-for-profit community groups and individual needs that otherwise have limited options to get assistance from;

- To determine the amount of financial support to both individuals and community groups to help them participate in or organize various activities offered throughout the Town of Aurora;
- Funding to groups or individuals not to exceed \$5,000 in a calendar year and the approval is at the sole discretion of the Application Review and Disbursement Committee;
- Committee members will be expected to declare a conflict of interest if their organization has a funding application before the Committee.

Reporting

- Aurora Town Council will be provided with a report of funding allocation on an annual basis for information;
- Identifiable individuals receiving support will not be publically disclosed as per the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) requirements.

Meeting Time and Location

Meetings of the Committee will be scheduled by the Legislative Services Division on an ad-hoc basis.

Staff Support

The Committee will receive administrative support from the Legislative Services Division.