



# Grant Research Committee Terms of Reference

**June 2025**

Grant Research Committee Terms of Reference 2025  
Next review: June 2027

### **Purpose of the Grant Research Committee**

The Committee is appointed by full Council to deal with all great research and applications, reporting back to full Council as required.

1. The Grant Research Committee is a committee of the Council, consisting of at least 2 members of the Council.
2. A Chair of the Committee will be appointed at the first meeting of the Committee, and reappointed annually.
3. Any powers granted under these Terms of Reference shall be exercised in accordance with any written instructions which may be given by the full Council, and which the full Council may vary at any time.
4. The role of the Grant Research Committee consists of researching grants, completing and submitting grant applications for Council projects detailed in the budget.
5. The Grant Research Committee shall meet as business requires, or as directed by the full Council.
6. The Grant Research Committee shall provide a monthly report to the full Council on the status of ongoing grant applications.
7. The Grant Research Committee shall provide an annual report to the full Council on the committee's activity.
8. The quorum shall be 2 members; 2 deputies can be appointed to alleviate any problems with numbers.
9. The Grant Research Committee shall have the right to meet in closed session, without the attendance of non-members, should it see fit.
10. Any member of the Grant Research Committee found not acting impartially may be removed.