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David Thompson, Chairperson

Jackie Young, Director of Education

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# **Agenda**

## **Committee of the Whole**

### **January 16, 2017 – 5:00 – 7:00 p.m.**

North Bay Board Room, 963 Airport Road, North Bay, ON  
Parry Sound Board Room, 111 Isabella Street, Parry Sound

1. Call to Order
2. Adoption of the Agenda
3. Trustee Initiative Fund Terms of Reference – (Enclosure)
4. Policy
5. Community Partnerships
6. Adjournment

## TRUSTEE INITIATIVE FUND

### TERMS OF REFERENCE

Trustee initiative fund is established during the normal budgetary process each year. The amount set aside will be determined by budgetary constraints but will not exceed \$100,000.00

**Scope:** The fund is established by the board of trustees to provide seed money for new activities, pilot projects and on going community activities that in the opinion of the board enrich student life and are considered consistent with the values of student achievement and clearly align with the objectives of the board of trustees.

**Allocation of Funds:** Funds may be requested from community participants for a single or over many years. Proposals must clearly indicate how the money will be spent and how the money will enhance student achievement and well being. Recipients of funds must submit an annual report even if the funds are a one time allocation or over many years. All funds must be used for the purpose for which they were approved.

**Approval Process:** Depending on the number of community requests, the funds will be allocated during a normal board meeting. If there are a large number of requests in any one year then an ad hoc committee would be formed to make a recommendation to the board of trustees.

**Allocated Amount:** Decisions will be made as to amounts awarded by the amount requested, the value to the student population and by budget constraints.

**Funding Requests:** Must be made by January 31<sup>st</sup> in the year the money is expected.



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**Head Office**

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Date

Inside address

Inside address

Inside address

Dear (insert name of past person who have asked for funds here).

You are receiving this letter to ensure you, as a valued partner to the Near North District School Board, are made aware of a new procedure which outlines how to apply for funding from the Near North District School Board Trustee Initiative Fund.

As someone who has historically reached out for funding it is our intent to provide you with this information in a respectful manner and in a timely fashion.

To that end, please find enclosed, a copy of the application process.

Thank you,

Signature

Title

Enclosure



## Application for funding from the NNDSB Trustee Initiative Fund

Name of Organization:

Contact Person:

Phone:

Email address:

The NNDSB is interested in funding those organizations and projects that encompass an expanse of students from across the Near North District School Board, as a unifying platform. Please outline below how your organization or project meets this expectation:

Funding amount requested:

Please outline how this money will be spent, specifically:

What experience would our students gain or acquire that may not be available to them otherwise. We would like to hear how this funding will help you achieve your goals:

Date funding required:

### For Board Use Only

Approved by:

Signature

Date