

## **OFNC Research Grants Subcommittee - Terms of Reference**

### **Composition**

This committee is a subcommittee of the Publications Committee and the Conservation Committee. It is to be composed of at least one member from the Publications Committee and one member from the Conservation Committee, one of whom will be the chair. The other members of the committee will be determined based on their expertise in reviewing grant proposals.

### **Mandate**

1. To manage the Research Grants Program of the OFNC.

### **Duties**

1. Developing, and modifying as needed, a guide for proposals for grants.
2. Responding to queries or issues related to the program.
3. Promoting the program.
4. Reviewing the proposals.
5. Making recommendations to the Board of Directors on which proposals should be accepted and how much funding to offer them, with a brief justification and a list of reviewers for each project to be funded.
6. Advising the Treasurer of the payee, address, and amount of the initial and final payments of the grants.
7. Reviewing the final report of the projects, authorizing release of final payment, and recommending any presentations or articles stemming from the work.
8. Advising the Board of Directors on future directions for the Research Grants Program.