

**The United Church of Canada Foundation/Fondation de l'Église Unie du Canada (the
"Foundation")
Academic Award & Scholarship SubCommittee
Terms of Reference**

Authority

1. The Academic Award and Scholarship SubCommittee of The United Church of Canada Foundation (the "Committee") is created by, and is responsible to, the Board of Directors of The United Church of Canada Foundation (the "Board") through the Joint Grants Committee.

Membership and Term of Office

1. The Committee shall consist of from three (3) to five (5) members. A majority of the Committee members shall not be employees of The United Church of Canada or of the Foundation.
2. Up to two members of the Committee shall be appointed by the Board.
3. Up to three members of the Committee shall be appointed through the nominations process of the General Council office.
4. Appointments will be for a term of three (3) years, and may be reappointed at the discretion of the Board for a maximum of one additional term of three (3) years. Appointments and terms of office shall be scheduled to provide for a reasonable continuity within the committee.
5. The Board will approve the Committee Chair.

Committee Role

The Committee shall assist the Joint Grants Committee in its awarding of academic awards and scholarships from the long term funds of the Foundation.

The Committee provides expertise and insight about the suitability of applicants for awards from the McGeachy Senior Scholarship Trust, the W. Norman McLeod Scholarship, the Roy Davidson Award, the V. Blatherwick Trust, and any other academic or scholarship funds that may arise from time to time.

The Joint Grants Committee oversees appropriate recognition of awardees and may request the assistance of the Sub-Committee in those celebrations.

The committee is guided by the terms of each trust, the donor's intent, and the annual award amount set by the Joint Grants Committee.

Committee Operating Principles

1. Foundation staff shall provide support and guidance to the Committee.
2. The Committee shall meet as required by the application cycles and upon request from the Committee chair, the Joint Grants Committee, Foundation staff or the Foundation Board.

3. At Committee meetings a quorum shall be a majority of the members of the Committee.

Duties and Responsibilities

1. Reviewing applications for grants from the above mentioned funds and other similar funds from time to time;
2. Recommending to the Joint Grants Committee the most suitable candidate for each award, the amount of the award, and the rationale for that amount; and
3. Making recommendations for improving the application and adjudication processes to the Joint Grants Committee.

Member Skills and Experience

Members of the committee will:

1. have expert knowledge of theological education and academic excellence
2. have a postgraduate education
3. have broad knowledge of The United Church of Canada
4. be involved in at least two courts of the church

Committee members will be active participants in a local pastoral charge or ministry, familiar with the polity of The United Church of Canada, predisposed to collaboration and teamwork, sensitive to diversity issues, leaders in a court of the church, passionately committed to the mission of the United Church, and willing to discern God's yearnings for this work.

Key Relationships

The Committee's key relationships shall be:

1. The Joint Grants Committee, to whom the Committee is accountable.
2. The Donor & Investor Relations Manager of the Foundation for guidance and support.