

# **Cape Cod Corvette Club**

## **Charity Committee Guidelines**

The role of the Charity Committee is to support both the Cape Cod Community and members of the Club who need our assistance.

Article II of the Club Bylaws includes the following statement:

**“The Club is formed exclusively for charitable and educational purposes...”**

Per the Bylaws, the Charity Committee Guidelines include three specific areas of responsibility:

- 1) **Charitable Giving** - Distribution of funds collected during the year to specified charities at the end of the year.
- 2) **Volunteerism** - Organization and/or support of volunteer activities for specified charities.
- 3) **Member Support** - Provision of support for those Club members and their families who are in need.

The criteria for supported charities for #1 and #2 above are as follows:

- Cape- and Islands-based or benefit people on the Cape
- Provide some form of publicity for the Club

### **Charitable Giving**

**Qualification and Approval Process** - The Committee evaluates requests for monetary charitable donations. It will then present those charity requests that meet the criteria to the Club’s Board of Governors for approval so that the President may bring these “finalists” to the general membership for a vote to authorize or deny the distribution of funds.

All requests for donations, with the exception of the “Signature Charity” (see below), must be presented to the Committee using the Charitable Donation Form available on the Club’s website.

**Funding of Donations** - The Committee is funded solely through the Club’s monthly raffles which are conducted by Committee members and through other fund raising activities, e.g. “The Dough Raiser Program” at Uno’s Chicago Grill. No annual dues from the Club membership are allocated to donations (per the vote of the membership on November 15, 2012).

### **Nomination of Charities**

Signature Charity – The Club will continue the tradition of collecting personal donations from members toward the Signature Charity at the Annual Holiday Party. The Club will match up to a significant amount of the funds collected throughout the year for the Signature Charity. Since 1998, the founding

year of the Club, the Signature Charity has been the “Cape Cod Times Needy Fund”. This charity does not require a nomination.

Nominated Charities – Since the Committee is self-funding and needs to allocate funds for the Signature Charity, the committee must manage the nominations made to the Board of Governors during the year.

Approval Process –

- From November of the previous year thru September 30<sup>th</sup> of the current year, nominations for charities will be collected and evaluated by the Committee.
- In October, the Committee will present to the Board the nominated charities and the suggested donation amounts. In addition, the Committee will suggest the amount to fund the Signature Charity. All amounts need to be close-ended (specific amount for nominated charities or an “up to/not to exceed” amount for the Signature Charity).
- At the October or November Club meeting, the President will present the combined recommendations to the membership for approval. These funds will be distributed after approval by the Club.

## **Volunteerism**

There are many activities to “give of ourselves” which do not necessarily encompass monetary donations. The Club traditionally has a role of “giving back to the community” through volunteer efforts. It started with the A.L.S. Annual Cliff Walk in 2005 and has recently included Champ House Cookouts, Cape Cod Cares For the Troops, and Habitat for Humanity of Cape Cod Construction Days.

The role of the Committee in Volunteerism is to:

- Encourage members to bring these opportunities to the general membership for support.
- Provide organizational support, if needed, to the activity from a Club perspective, i.e. cruise-in schedules, collection of personal items, etc.
- Optionally provide support during these volunteer activities, i.e. food, beverages, etc.

## **Member Support**

Unfortunately, there are times when our members need some support from the Club membership community, such as a personal tragedy, surgery, illness, or death of loved ones.

The Committee’s role is to take action and bring these issues to the Club membership for assistance.

At time of the death of a member, the Club has donated \$75 for flowers or a specified charity, but assisting in any way, such as cards, cooking meals, driving to appointments, and general support should be encouraged.