



**CANADIAN ASSOCIATION OF NURSES IN ONCOLOGY
ASSOCIATION CANADIENNE DES INFIRMIÈRES EN ONCOLOGIE**

Title: CANO/ACIO Council of Chapters Funding Committee
Terms of Reference

Date: 2007

Section: 7

Accountability:

The Council of Chapter Funding Committee is a standing committee of the National board chaired by the Director-at-Large Membership.

Membership:

1. Director-at-Large- Membership, Co-chair
2. Treasurer, Co-chair
3. Three Council of Chapter members. The committee will attempt to have representation from across Canada.

Terms of Office:

- The Director-at-Large- Membership will sit for the duration of his/her term (three years). Two consecutive terms are the maximum.
- The Treasurer will sit for the duration of his/her term. Two consecutive terms are the maximum.
- Other members will sit for two years with a possibility of two consecutive terms. Two members will change one year and one member the next year.
- In the event of a resignation, the board may appoint another member in absence of a volunteer.

Functions:

The committee:

1. Responsible for reviewing submitted requests for funding from chapters.
2. Has the option to refuse to review an incomplete request.
3. Receives and reviews reports on use of funds.
4. Compiles statistics using these reports and presents them to the board once per year.

Meeting Times:

- Deadlines for funding are May 31 and October 31 each year. The committee must meet, review and award funds within one month of the above dates.