



Uptown Recovery Fund Review Committee Roles & Responsibilities for Uptown Kenosha Recovery Efforts administered by 1HOPE

Purpose

The Uptown Recovery Fund Review Committee is a committee established to review applications for donated funds for members from the Uptown community who have been impacted by the civil unrest. Membership of and recommendations made by this Committee is determined by the 1HOPE Board of Directors and 1HOPE Staff.

Fundraising Review Committee Member Criteria (nobody from 1HOPE)

- 2 business owners - 1 from the Uptown community and one from outside of the Uptown community
- 2 community members trained in insurance and/or finance/accounting - 1 from the Uptown community and one from outside of the Uptown community
- 1-2 Uptown property owners
- 1 pastor from the Uptown community
- 1 attorney not from the Uptown community

Fundraising Review Committee Chair Criteria (nobody from 1HOPE)

- Objective, fair and reasonable but firm
- Experience with arbitration (e.g. attorney)

Time Commitment for Committee Members

- Committee members should anticipate being available an average of 1-2 hours per meeting until there are zero dollars left to be dispersed to the Uptown community

Fundraising Review Committee Chair Responsibilities

- Provide leadership for the committee
- Facilitate communication and discussion during the meetings
- Serve as spokesperson and liaison to 1HOPE for the committee
- Facilitate the meeting according to the agenda
- Create the agenda in partnership with 1HOPE staff support
- Provide research as needed for the committee
- Send out meeting reminders and agendas
- Take minutes of application approval/not approval recommendations from the Committee to share with the 1HOPE Executive Director
- Stay in regular communication with the 1HOPE Executive Director
- Share the feedback of the 1HOPE Board of Directors with the Committee for discussion

Fundraising Review Committee Member Responsibilities

- Serves in an advisory role to guide the committee
- Reviews applications and provides input
- Actively participates in meetings, contributing to the discussion

Committee Members are REQUIRED to recuse their VOTE if a conflict of interest occurs.