



## **Foundation for Essential Needs (FFEN) – Program Committee Charter**

### **Purpose:**

To provide leadership for FFEN programming to food shelves and the broader hunger relief sector, ensuring a nimble response to critical needs, high-quality engagement experience between FFEN, food shelves and other hunger relief partners and maximum impact for FFEN's financial granting.

### **Structure:**

The Program Committee will consist of up to seven members as well as FFEN's Executive Director. At least two members will be current Board Members with additional members coming from the broader sector or community. Program Committee members are approved annually by the Board of Directors.

### **2019 Areas of Focus:**

- Best Steward FFEN's annual Financial Granting Budget
- Develop Values, Framework and Impact Metrics for individual Food Shelf Engagement
- Recruit, Support and Provide Guidance to an AmeriCorps\*VISTA member

### **Qualifications:**

- Commitment to FFEN's Mission and Vision as well as our values for engagement.
- Experience in the hunger relief sector preferred.

### **Time Commitment:**

FFEN's Program Committee meets monthly for 1-2 hours. Total time commitment per month is up to 4 hours including meetings as well as prep work. Additionally, financial grants are reviewed by the following process:

- Granting request information and rationale shared with committee via email on a rolling basis
- Vote of the committee approves, amends or denies the funding request; If funding request is outside of current budget parameters or greater than \$4,000, a recommendation will be made to the full Board of Directors.
- Review results shared back to food shelf by FFEN Executive Director

### **Benefits:**

- Participating in a unique organization supporting the work and sustainability of MN food shelves.
- Gaining knowledge of the broader hunger relief sector/system and the organizations addressing the issue of hunger and food insecurity.
- Close collaboration with like-minded staff and volunteers who desire to give back to their community.
- Developing meaningful relationships with a diverse group of individuals in the non-profit, for-profit and public sectors.
- Developing and enhancing skills in project management, organizational culture and behavior change, supply chain management, and fiscal management.