



Mission Statement

The BICSI Cares Committee is established to support BICSI Cares charitable activities, educational scholarship opportunities and ICT community giving.

Scope

The activities of the BICSI Cares Committee includes the following:

- Supporting and promoting BICSI Cares charitable activities.
- Supporting and promoting BICSI Cares educational scholarship opportunities.
- Supporting and promoting BICSI ICT community giving.

Policies and Procedures

The BICSI Cares Committee follows the BICSI and BICSI Cares Bylaws, BICSI Board of Directors Policies and Procedures, BICSI Committee Standard Operating Procedures (SOP), BICSI Action Request Form (ARF) Policy and Procedures, and other applicable BICSI policies and procedures. Additional policies and procedures unique to this volunteer group are defined within this charter.

Authority

The BICSI Cares Board of Directors, under the authority of the Bylaws, hereby establishes the BICSI Cares Committee and authorizes the committee to conduct its chartered mission within the BICSI policies and procedures, structure, membership, and additional policies and procedures prescribed herein.

Structure

The BICSI Cares Committee is formed as a committee of the BICSI Cares Board of Directors and may form subcommittees, workgroups, and task forces, within the requirements of the BICSI Committee SOP and other applicable policies and procedures, for the purpose of meeting its mission.

Membership

The BICSI Cares Committee is comprised of a maximum of thirteen (13) voting members and a minimum of five (5) voting members. In addition, a Board of Director liaison may be assigned by the BICSI Board of Directors and a staff liaison may be appointed by the Executive Director/CEO.

The BICSI Cares Committee includes the Chair (appointed by the President of the BICSI Cares Board of Directors). The Chair may appoint a Vice Chair and/or a Secretary after consultation with the Board President.

- Members must agree to a criminal background check and a credit check when they became a member.
- Members are expected to attend as many BICSI Cares Committee meetings as possible per year.
- Members are encouraged to attend a minimum of one BICSI North American conference per year and contribute a minimum of 8 hours of time fundraising at the conference.

Additional Policies and Procedures

- BICSI Cares Committee meetings may be held before each of BICSI North American conferences. From time to time at the discretion of the Chair in coordination with staff, additional meetings may be called.
- The committee will advise staff in the development of charity selection guidelines and support the research needed to identify charity candidates.
- The committee will provide the BICSI Cares Board of Directors a charity selection list for each BICSI North American conference and recommend a preferred charity.
- The committee will solicit donations and corporate sponsorships to meet charitable and operational goals.
- The committee will advise staff in the development of educational scholarship selection guidelines.
- The committee will provide the BICSI Cares Board of Directors a list of educational scholarship candidates.
- The committee will advise staff in the development of ICT Community giving guidelines.



Charter Revisions

Revision Date	Revision No.	Purpose	By	Board of Directors Approval Date	Board President
	001	Drafted	BICSI Cares Committee	May 25, 2021	Todd Taylor