Appendix 2.7

COMMUNICATIONS INITIATIVES FUND POLICY

January 9, 2019

Origin and Purpose

The Communications Initiatives Fund was established in January 2019 by the Communications Committee. It is an amalgamation of two historical funds: The Audio Visual Fund (created and generously supported by Ted West) and the Office Equipment Fund (an administrative fund). As such, the Communications Initiatives Fund supports the purchase and maintenance of:

- Information technology and audio visual equipment throughout the church
- Main Office furniture and equipment

Typical uses might include: networking hardware/software, projectors, televisions, Main Office computing devices, Main Office chairs, Main Office paper cutters, etc.

Purchase or maintenance of computing devices related to staff for which the Communications Committee has no oversight are excluded.

Investment/Accountability

In Grace's books of account, the Fund is one of several church funds. It is separated from operating funds to recognize its specific mandate within Communications Committee activities. The assets of The Fund are ensured by the overall positive balance in the Grace Church operating account. Assets of the fund include the assets of the two historical funds, donations designated to the fund, and approved transfers from other church funds.

The Communications Committee and its Chair is accountable to Council for the Fund. The Fund's financial operations are conducted through the Church Treasurer (receipt and disbursement of monies) and the Church Accountant (the tracking of income, outgo and Fund balances). The Church Accountant will publish The Fund's financial activities on a quarterly basis and the Grace Annual Report.

Authority and Approvals

Spending from The Fund begins with authorization by the Communications Committee Chairperson. This authorization must be arms-length. Where there is a conflict of interest between the authorization and the recipient (be it individual or group) a third-party signature shall be required. At the direction of Council, the Fund may be closed at any time and the total remaining proceeds transferred to another Fund identified by Council.