



DIA Philanthropy Committee Charter

Purpose:

The Philanthropy Program is the means by which the DIA supports charitable causes that benefit the public and help to fulfill the mission, vision, and social responsibility of the Association as a nonprofit Section 501(c)(3) tax exempt charitable, educational, and scientific organization. Charitable causes include education through the exchange of information and ideas for the improvement of society through greater access to, and the proper and appropriate usage of, pharmaceutical products. DIA's educational efforts also encompass better understanding of the health and economic benefits of such products through drug development and research.

Duties and Responsibilities:

- 1) Establish goals and metrics for philanthropy as distinct from other parts of DIA
- 2) Review and evaluate projects for funding
- 3) Determine types of projects that will qualify for funding
- 4) Determine funding allowance for projects
- 5) Identify ad hoc members and/ or establish sub-committees to help evaluate projects as needed
- 6) Ensure compliance to the terms of funding decisions/grants made
- 7) Provide high level oversight and reasonable support of projects as appropriate
- 8) Identify needs for projects if not submitted thru the DIA process
- 9) Conduct an annual assessment of committee processes and selection criteria for projects to ensure continuous improvement
- 10) Provide an annual report to the Board that includes an accounting of funding decisions
- 11) Actively implement an outreach plan on an annual basis to generate the existence and purpose of the committee and availability of funding
- 12) May seek additional funding through grants from other non-profit organizations

Authority:

The Philanthropy Committee is empowered to evaluate and select the final proposals for funding decisions based on the process described in the DIA Philanthropy Program. The DIA Board of Directors will provide final approval of these selections at the December Board meeting. The funding may not exceed the current approved amount of the annual committee budget granted by the DIA Board of Directors and/or from funding received through grants from other non-profit organization(s). Additional funding requests that go beyond the budgeted amount must be approved in advance by the Board of Directors. Subject to Board approval, the committee will have access to external professionals to render advice and counsel when necessary.

Membership:

The Philanthropy Committee shall be composed of 8-12 members. A current DIA Board member will serve as the chairperson. The chairperson will be assigned as per the DIA bylaws.

Additional members will be appointed that represent the diversity of the DIA general membership in terms of work setting and geographic regions, ideally including representation from all geographic regions from which members participate in the Association.

Membership term shall be for two years. Members are eligible for a maximum, consecutive tenure of four years. Members may be re-appointed after a two-year hiatus.

Appointment of members should include parallel, overlapping terms to ensure continuity of experience and allow ample time for mentoring. Members attending fewer than 75% of scheduled meetings will be deemed unable to fulfill committee obligations and, as such, may be asked to resign.

Meetings:

The Committee shall meet as many times as necessary to accomplish its objectives and will conduct face-to-face meetings or teleconferences as appropriate to fulfill its obligations. The Chair will assign and ensure that there will be an accurate recording of minutes of each meeting that are available to the Board of Directors. A majority of member attendance whether face to face or by teleconference for these meetings will constitute a quorum.