

**COMMITMENT/RECOMMITMENT TO CSGP COMMITTEE SERVICE**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand that as a member of the Cultural Service Grant Program (CSGP) Committee, I have a legal and ethical responsibility to ensure that the Cultural Council of Greater Jacksonville provides a high level of excellence in its grantmaking role. I believe in the mission of the Cultural Service Grant Program, and I will act responsibly and prudently as a steward of this public funding. I am aware that being a member of this committee requires time, energy and flexibility and am certain, to the best of my knowledge, that I will be able to fully engage in the CSGP process in the upcoming year.

As a CSGP Committee member, I commit/recommit to:

* Attending committee meetings (minimum threshold per COJ is 76%)
* Attending the grant hearings
* Completing any required City of Jacksonville training
* Meeting established deadlines for completing work assigned as part of my duties as a committee member
* Being punctual, professional, and fully focused on proceedings
* Refraining from checking and working on digital devices unless it pertains to work at hand
* Studying written instructions and materials
* Completing all assigned work (i.e. thoroughly reviewing and scoring grant applications, providing written comments as required, conducting on-site visits and writing on-site reports)
* Evaluating applicants on the basis of criteria established by the city ordinance governing CSGP
* Making program visits to CSG-funded organizations and learning about the arts/cultural sector
* Abiding by Sunshine, Public Records and Ethics laws

In turn, the Cultural Council of Greater Jacksonville commits to:

* Providing a schedule of all committee meetings and hearings in a timely manner
* Providing training and instruction on the CSGP process and procedures
* Providing written instructions
* Providing technical support for using the online system
* Providing any additional support that may be needed

\_\_\_\_\_ Yes, I commit to fully engaging in the CSGP process for 2021-2022.

\_\_\_\_\_ Yes, my appointed term is continuing and I recommit to fully engaging in the CSGP process for 2021-2022.

\_\_\_\_\_ No, although I have not completed by current term, at this time I need to resign from the CSG Committee and give someone else an opportunity to serve.

\_\_\_\_\_\_My appointed term is ending, but I wish to serve for a second term.

\_\_\_\_\_ My appointed term is ending, and I do not wish to serve a second term.

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name, Member, CSGP Committee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

My appointed term ends: \_\_\_\_\_\_\_\_\_\_\_\_\_\_