



HALS

Historic American Landscape Survey
Northern California Chapter
444 17th Street, Oakland, CA 94612
Telephone: 510/465-1284

HALS/CA Grants Group responsibilities

Group composition, service, and meetings

The Grants Group will consist of 3 regular members and two alternate members who may vote in the absence of a regular member or who will vote when a regular member has a conflict of interest. A quorum is reached with three members participating, and a simple majority is required for approval.

Initially three members will serve for 2 years, and two members will serve for 1 year. Subsequent appointments will be for two years. Members may serve again after being off the committee for at least one year.

Meetings may take place in person or via email on an as-needed basis. The results of votes will be sent to the HALS/CA membership.

Group responsibilities

1. Award grants to eligible applicants for HALS/CA approved projects
2. Request HALS/CA chair to arrange a fiscal agreement with ASLA for projects
3. Develop and revise, as needed, the following documents:
 - a. applications for grants (included the policy for awarding funds)
 - b. a conflict of interest policy
 - c. a fiscal agent document