

## Standing Committee Enhancement Fund

### Overview

Funds are made available in the IEHA annual general budget to these IEHA standing committees: Wastewater Management, Food Protection, Terrorism & All Hazard Preparedness, and General Environmental Health. Funds are currently set at \$125 per committee per year. Funds will be distributed to each committee at the beginning of the year and may be rolled over to following years.

### Committee Responsibilities

- Committees must maintain a checking account in order to receive these funds.
- All funds and expenditures are subject to audit each year and should be tracked in a spreadsheet.
- Any fundraising efforts must also be tracked as income and reported to the Treasurer at the end of the year for tax purposes.

### Approved Uses

The following uses for these funds have been approved by the IEHA Executive Board. Any other uses are subject to Board approval. Any use of the IEHA Logo must also be approved by the Board.

### **Training**

A committee may choose to utilize these funds for fees associated with hosting a speaker at a committee meeting or a committee-organized training session.

### **Printing/Advertising/Promotional Items**

A committee may choose to apply these funds to printing of brochures for IEHA membership, stakeholders, or citizens. Advertising merchandise such as hats, mugs, tote bags, etc. may also be examples of the use of these funds. The sale of this merchandise can then be used as a fundraiser for a specific committee.

### **Office Supplies/Equipment**

Any office supplies or other equipment must relate to the mission of the IEHA.