

GRANTS COMMITTEE

Purpose: This Committee is responsible for reviewing and evaluating clinical and basic science training grant applications and recommending to the Board which applicants should receive grant funding from the Society annually.

Responsibilities:

- Develop policies and procedures for the review and evaluation of annual Society clinical and basic science training grants;
- Annually plan training grant procedures including, but not limited to, training grant announcements, guidelines, applications, review and evaluation process;
- Evaluate grant applications annually and make funding recommendations to the PNS Board;
- Work collaboratively with PNS Education, PNS International Outreach Committee, and regional PN societies to recruit qualified applicants;
- Analyze program benchmarks and objectives, and make recommendations for improvement;
- Report to Board Annually on Committee initiatives and projects;
- Other projects as assigned by the Board.

Term of Service:

Chairs: The Committee Chair serves a four-year term (the first two years as Vice Chair and the second two years as Chair). The Committee Vice Chair serves a four-year term (the first two years as Vice Chair and the second two years as Chair). The Chair and Vice Chair positions are not renewable. Chairs are eligible to become committee members at large, after their terms conclude.

Members: Member appointments are for two-years, renewable for a maximum of three two-year terms.

Frequency of Meetings:

This Committee typically meets at a minimum bi-annually (2 meetings per year). The frequency of Committee meetings is at the Committee Chair and Executive Office's discretion.

Expectations:

Committee members must attend 50% of conference calls unless there is an extreme hindrance due to time-zone differences. Absence from a meeting does not release the Committee member from responsibility of input on topics. If members are unable to make meetings, members are expected to review materials and contribute via email in advance.

Selection Process:

The Committee Chair and Vice Chair are appointed by the President. New members are solicited from PNS membership, for approval by the Committee Chair & President. All Committee members are required to be members of the society in good-standing. Interested individuals complete an application form.

Composition:

The Committee typically consists of a minimum of (8) members, including the Chair and Vice Chair. Additional members may be invited to serve in a committee related specific task force or subcommittee as deemed necessary by the Committee. The final composition of the committee is at the Chair and PNS President's discretion.

The *Chair* and *Vice Chair* should alternate every 2-years between a clinician and a basic research scientist, to ensure proper expertise and representation of interests on the Committee.

Board Reports:

All standing committees are required to report to the PNS Board of Directors at a minimum of once annually.