

COGS LDC MEMBER RESPONSIBILITIES

LDC membership requires a significant commitment, particularly during the COGS assessment and decision-making period. LDC members can expect to commit approximately 80 to 100 hours during each COGS funding year.

LDC members are required to:

- sign a Code of Conduct,
- attend LDC member training in the first year as an LDC member,
- actively participate in LDC meetings as required throughout the year. This may include a yearly:
 - Public meeting held in February/March of each year, where the LDC reports to the community on their allocation process and the community will have the opportunity to develop local priorities for the next funding round
 - Pre-allocation meeting to allocate requests to be assessed by LDC members
 - Allocation meeting held in July each year, including contributing knowledge and expertise toward committee decisions
 - Evaluation meeting to review the annual COGS funding round
 - Other meetings when deemed necessary by the LDC Chair and Department staff
- assess applications using the online grant management system, and other means as necessary such as contacting COGS applicants to clarify any questions arising from their application, and
- declare their interest in or association with community organisations applying for funding, and abstain from any involvement in the decision-making process for those applications.