CJRF Board Membership
Frequently Asked Questions

Member Eligibility:
1. Can past or current CJRF grant partners serve on the Board?
   a. Yes, individuals from CJRF grant partner organizations are encouraged to apply for Board membership.

2. Do CJRF Board members have to be based in Washington, DC?
   a. No, CJRF will accept applications for Board members located anywhere in the world.

3. Do Board members have to make a monetary contribution to the CJRF Board?
   a. No, CJRF will not accept monetary contributions from Board members.

4. Who is not eligible to apply for CJRF Board membership?
   a. Because we are seeking to create a space for governance that is not directly controlled by the funder community, we respectfully ask individual philanthropists, United Nations employees, government-based funders, and employees or trustees of foundations not to apply for Board membership.

Responsibilities and Time Commitment:
1. Will CJRF Board meetings be held in-person or virtual?
   a. Meetings will take place primarily via Zoom.

2. How often will Board members be expected to attend in-person events?
   a. In-person events and meetings will be infrequent. CJRF may hold one in-person meeting a year for Board members. CJRF will pay for Board member travel to this meeting. We are currently planning a potential in-person meeting for the new Board for January 2023. More details will be shared with selected applicants.

3. How often will the CJRF Board meet?
   a. Meetings will occur monthly through May of 2023. They are likely to decrease in frequency once new systems are established. For example, in
the past our Board has met quarterly, with occasional ad-hoc meetings to address special circumstances.

4. How much time can Board members expect to spend on CJRF Board work?
   a. We estimate total time spent on CJRF Board responsibilities (meetings and between-meeting work) to be at 5-8 hours a month through May 2023, with an expected decrease thereafter.

5. What is the role of the CJRF Board?
   a. The Board is the primary governing body of the CJRF and is tasked with overseeing and supporting the second six-year phase of its work. In practice, this includes: finalizing the CJRF Phase 2 governance structure; establishing grantmaking policies and procedures; establishing an operations strategy; overseeing CJRF grantmaking; overseeing CJRF’s annual planning and budgeting; engaging with CJRF funders and prospective funders; and supervising CJRF staff. However, this is not a “working board” -- in all tasks, Board members are supported by CJRF staff and consultants. Typically, staff make recommendations or bring options to the Board for final decision-making.

6. What are the responsibilities of a CJRF Board member?
   a. Board members are expected to attend CJRF Board meetings, volunteer for specific tasks, serve on ad hoc committees, and to engage with staff and consultants in a timely manner outside of Board meetings. Board members are invited (but not required) to attend public events sponsored by CJRF, and will on occasion be asked to represent CJRF publicly at non-CJRF events. The Board will determine how its work will be divided among its members.

Miscellaneous Questions:

1. Does being a Board member exclude the member's affiliated organization from receiving CJRF funding in the future?
   a. This is impossible to answer at this time, as the new Board will be responsible for developing an appropriate conflict of interest policy for the grantmaking processes it establishes. At a minimum, members will be required to make transparent any conflicts of interest, and will need to recuse themselves from participating in any funding decision involving their organization. Given the need to safeguard the reputation of the CJRF, it is likely the policy will limit Board Members’ ability to advocate for grants to their affiliated organizations.

2. Participation of Board members from regions where internet connectivity is limited and unreliable can be problematic and exclude individuals. Do you have plans in place to address this?
a. CJRF staff will work with individual Board members as needed to determine their internet connectivity limits and address their needs.

3. Will current CJRF Review Board Members be available to answer questions for the new Board?
   a. Yes, but we have not yet determined what this will look like and how it will work.

4. What criteria are in place for choosing whether Board members serve one or two-year term lengths?
   a. The new Board is being formed with both one- and two-year terms only for its first year. Thereafter, we will transition to a set of staggered two-year terms, so that no more than half the Board turns over in any given year. Board applicants are asked to specify their term length preference, which the CJRF Board selection committee will take into account when choosing new Board members. Also note that 2022-23 will be a year of transition for CJRF, and the Board will be undertaking different activities than in a regular grantmaking year.

5. Will Board members be eligible for re-election?
   a. This will be determined by the policies and procedures to be established by the new Board.

6. Where can I get more information?
   a. Please see the detailed call for applications on CJRF’s website. Also note that informational webinars were held on August 17 and August 18. You can find a webinar recording here.

7. When are applications due?
   a. Applications are due on September 5 by 11:59 pm EDT.