



Promise Zone Research Connection (PZRC) Advisory Committee Charter

1. Purpose

The PZRC Advisory Committee provides strategic advice, community insights, and expert guidance to support PZRC's mission of advancing research, community engagement, and equitable research practices within the *West Philadelphia Promise Zone*. The committee serves in an advisory capacity only and does not hold fiduciary or governance authority over the organization.

2. Roles and Responsibilities

- Advise PZRC leadership on community priorities, research directions, and program strategies within the *West Philadelphia Promise Zone*.
- Foster community-university partnerships and support engagement initiatives within Philadelphia and beyond.
- Provide feedback on proposed projects, grant initiatives, and outreach efforts.
- Help identify potential collaborators, partners, and funding opportunities that align with the research needs of the *West Philadelphia Promise Zone*.
- Champion PZRC's mission in the community and among stakeholders.

3. Membership

- **Composition:** Members should reflect a balance of academic experts, and stakeholders with relevant experience or lived expertise in the *West Philadelphia Promise Zone*.
- **Number:** The PZRC would like the advisory committee to consist of at least 4 members.
- **Selection Process:** Members are nominated by the PZRC Board of Directors, the advisory committee and/or Staff Members and confirmed by a majority PZRC board vote. Vacancies may be filled on a rolling basis.
- **Frequency:** The Advisory Committee meets *quarterly*, with ad hoc meetings convened as needed.
- **Quorum:** A simple majority of active members constitutes a quorum for decision-making.
- **Minutes:** PZRC Project Coordinator will record meeting minutes and circulate them to members for review and approval.

Formatted: Font: 10 pt, Complex Script Font: 10 pt



6. Communication and Reporting

- The PZRC project coordinator provides written updates to the PZRC Board of Directors following each quarterly meeting.

7. Conflicts of Interest

Members must disclose any conflicts of interest and recuse themselves from discussions or decisions where such conflicts exist.

8. Amendments

This governance structure may be amended by recommendation of the Advisory Committee, subject to approval by the PZRC Board of Directors.

Formatted: Font: 10 pt, Complex Script Font: 10 pt

| Last updated 11/05/2025