

**Washington County Committee for Community Involvement  
Subcommittee Initiation Form**

**Subcommittee name**

*XXX Subcommittee*

**Purpose of Subcommittee**

*Example: To be the representatives of the Washington County Committee for Community Involvement during the county's XXX project.*

**\_\_\_ Permanent Subcommittee** or **\_\_\_ Temporary Subcommittee**

*Example of temporary: This temporary subcommittee starts on XXX and ends on XXX.*

**Identify examples of specific tasks subcommittee would perform**

*Example:*

- *The XXX Subcommittee will be involved in the county's XXX project.*
- *The XXX Subcommittee will offer reports to the CCI making program suggestions for the CCI to consider and approve to be submitted to the county.*

**Identify any issues or unknowns which may affect subcommittee operations (ex. Funding, process to approve a task, etc.)**

*Example:*

- *This Subcommittee and its purpose must be approved by the CCI.*
- *All work on this Subcommittee is voluntary.*
- *To be most effective, the county must keep the XXX Subcommittee apprised of plans, events - including presentations to the BCC, and other aspects of the XXX project which will be useful in producing the best outcomes.*

**Proposed CPR Subcommittee Chair**

*XXX submitted their candidacy*

**Number of committee members**

*XXX to XXX*

**Anticipated Frequency of Subcommittee meetings**

*Example:*

- *The XXX Subcommittee will meet monthly on the days the members select.*
- *It is likely there will be times when the XXX members will communicate on a daily or weekly basis.*

**Provide text which might be used to recruit committee members**

*“Are you interested in the future of Washington County? Join the CCI's XXX Subcommittee and make your contributions.”*