

## **Draft Terms of Reference - EAAFP Finance Committee**

**Goal:** To achieve a more sustainable and equitable funding approach for the EAAFP.

### **Role**

- To develop a strategy to achieve the goal
- To develop a document summarizing all contributions associated with the operations under the EAAFP

### **Timeline**

- To commence very shortly after the conclusion of MoP 8 and conclude its work program within a 12 month period prior to MoP 9.

### **Membership**

- |                             |                       |
|-----------------------------|-----------------------|
| - Financial Committee Chair | Pete Probasco         |
| - EAAFP Chair               | Yan Xun               |
| - Japan                     | To be determined      |
| - Korea                     | To be determined      |
| - AWSG                      | Alison Russell-French |
| - ICF                       | Jim Harris            |
| - Shell/WI                  | Dick Williams         |
| - Ex-officio                | Spike Millington      |

### **Communication**

- Meetings/Communication Exchange
- Contact/business will be by email/skype as required.

### **Reporting**

- A draft report will be circulated to the Partnership to review and comment prior to MoP 9 and be considered at MoP 9.

### **Planning for the Future**

- A more stable and diversified stream of funding will be required to ensure adequate staffing and operational costs of the Secretariat are supported.
- Support ongoing and enhance future partnership activities.
- Incheon City Government contributes approximately \$409,000 annually for the operational (administrative) costs of the Secretariat – no other contributions are received to support these types of costs.
- Other contributions are received which focus on partnership activities as directed by the contributor.

### **The Challenge**

- Recognizing that future funds needed to support operational costs of the Secretariat by one entity, Incheon City Government is not realistic.

### **Why?**

- Simply stated, "The costs of doing business is increasing" as a result of inflation,

salary and support costs, expanding activities, increase in the number of Flyway Sites, new Partners, and the associated increased costs due to technical, communication, and management activities.”

### **Addressing the Challenge**

To accomplish the goal of achieving a more sustainable and equitable funding approach the following is provided for consideration:

- The formation of a "Finance Committee," chaired by the Vice Chair and supported by no more than five members from the partnership.
- This committee will be charged with developing a strategy to address the above mentioned goal as well as develop a document, summarizing all contributions associated with the operations under the EAAFP.
- This committee will start its work shortly after the conclusion of MoP8, with a goal of finalizing its work within a 12 month period and prior to MoP9.

A draft report will be the deliverable, which will be circulated to the Partnership for review and comment.