

Bond Funding Working Group Terms of Reference

Purpose of the Funding Working Group (FWG)

To provide a forum for agencies to share information and experiences about their relations with key donors, and enable planning of activities to address any funding concerns that may arise.

Structure

All Bond members can take part in the FWG which usually meets three times per year. A FWG steering group will meet more frequently to organise the FWG meetings and take forward agreed actions, and will liaise with the Bond Secretariat in order to organise the meetings, and to allocate responsibilities for agreed activities.

Main tasks

To hold meetings every four months (or more often if needed) at which:

1. Designated steering group members will lead discussions on any developments in the funding policies of donors including DFID, Big Lottery Fund, Comic Relief, the Diana Princess of Wales Memorial Fund and the governments of the offshore islands. New information on any other significant donor opportunities will be shared.
2. Analysis of underlying funding trends and policy concerns will be discussed and, where appropriate, Bond members will collectively consider any actions that can be taken, either by Bond members, the FWG Steering Group or the Bond Secretariat.
3. Bond members will be able to discuss any needs for training and information relating to donor criteria and funding relationships, and to liaise with the Bond Secretariat in taking these forward.
4. Representatives of donors will be invited to consult with Bond members. The FWG will sometimes hold separate meetings for donor consultation.

Terms of Reference (Steering Committee)

The steering committee will normally comprise between six to ten people from organisations that represent the diversity of Bond members.

Main tasks

1. To support meetings of the FWG, preparing the agenda and providing a chair and minute taker.
2. To liaise with the funders between meetings of the Working Group, ensuring that meetings have up to date information from and about the funders, and organising consultations on funding issues as necessary.
3. To represent the interests of Bond members in any actions in relation to donors that support issues agreed at the FWG.
4. To coordinate with the Bond Secretariat in order to carry out agreed actions to support members needs for funding information.
5. To respond to requests from funders for consultation with Bond members.

