



Foundation for National Parks and Wildlife

Projects Committee Charter

1. Purpose

The Foundation for National Parks and Wildlife (FNPW) Projects Committee (PC) will assist and work with executive management and the Board by identifying, assessing and recommending projects that will fulfil the strategic objectives of FNPW. The Projects Committee will oversee compliance of all approved projects against the agreed delivery.

2. Authority

The Board authorises the Projects Committee, within the scope of its responsibilities to:

- Seek any information it requires to fulfil its duties and responsibilities from any employee or external party.
- Assist management and endorse the selection of project partners.
- The committee reports directly to the Board of Directors.

3. Membership

1. Composition

- The Projects Committee will comprise a minimum of 3 members, up to 8 members including external experts.
- The CEO shall be a member of the committee.
- A minimum of 2 directors will be members of the committee.
- The Chair of the PC will be nominated by the Board and will be a Board Member.
- Should the chair be absent from a meeting and no acting chair has been appointed, the members of the committee present at the meeting have the authority to choose one of their number to be chair for that particular meeting.
- Members will be appointed for a three-year term and may be re-appointed for subsequent three-year periods.
- A quorum for any meeting will be 2 members, of which one must be a director.
- Projects manager shall be a member of this committee.

2. Background and experience

- Empathy for the environment and a commitment to FNPW's purpose, goals and strategic objectives.
- Willingness and ability to become involved personally in the promotion of FNPW projects & initiatives.
- Relevant experience and networks.



4. Meetings

The Projects Committee may invite such other persons to its meetings as it deems necessary.

Meeting shall be held no fewer than 4 times per year.

The proceedings of all meetings will be minuted.

5. Roles and Responsibilities

The Projects Committee, in conjunction with management, shall assist in identifying and developing project proposals that meet the strategic objectives of FNPW.

The Project Committee will assess the proposed projects for outcome effectiveness as well as cost to ensure efficient use of funds.

The Projects committee will recommend to the Board assessed projects with a priority rating to help the Board in its decision to apply funds.

The Projects committee will monitor projects underway to ensure compliance with signed agreements including outcomes, timelines and cost. All issues resulting from this review are to be reported to the Board in a timely manner to enable renegotiation of terms where possible.

6. Charter Review

The Charter is subject to an annual review to ensure it is relevant, aligned with organisational changes and best practice.

The Projects Committee Charter is subject to approval by the FNPW Board.

Last update: April 2018