THE LUTHERAN WORLD FEDERATION

TERMS OF REFERENCE
LWF COUNCIL COMMITTEE FOR
FINANCE, PLANNING AND OPERATIONS

In addition to the Terms of Reference that are applicable to all Council committees, the Committee for Finance, Planning and Operations (the “Committee”) shall have the following responsibilities.

The overall purpose of the Committee is to:

1. Serve as the “Finance Committee” that is referenced in the LWF Constitution and Bylaws.
2. On behalf of the Council, exercise oversight of the LWF’s finances, ensuring the LWF’s financial integrity and safeguarding the proper control and management of the LWF’s assets.
3. Give strategic oversight and direction for the planning and operations of the LWF.

To that end, the Committee shall:

1. Coordinate and liaise with the Meeting of Officers (which serves as the LWF Board of Trustees and as the LWF Personnel Committee) and with the LWF Endowment Fund Board.
2. Review and evaluate the work of the Department for Planning and Operations, aside from the work of the Office for Communications, which is under the purview of the Standing Committee for Communications.
3. Review the audited annual financial statements of the LWF and, if satisfactory, commend them to the Council for approval.
4. Analyze and recommend to the Council for adoption the Communion Office Operational Plan, the Program Plan, and the budget.
5. Review and analyze the LWF’s financial procedures and policies, and their proper implementation, ensuring that they promote the LWF’s financial integrity and safeguard the proper control and management of the LWF’s assets.
6. Recommend to the Council for adoption a schedule of fair membership fees to be paid by member churches.
7. Advise on funding and resource mobilization strategies for the LWF.
8. Make any other recommendations to the Council relating to finance, planning, and operations.
9. Fulfill such other responsibilities as may be assigned by the Council.

(Adopted by the LWF Council, __________ 2015.)

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