

## COMMITTEE CHARTER FOR THE PROGRAM COMMITTEES

### Mission Statement

The Program Committees shall assist the Board in its review and oversight, at a strategic level, of the Foundation's program Initiatives to assure that they support the Foundation's social justice mission. The Committees give the Trustees an opportunity to deepen their knowledge of an area of the Foundation's overall program and to contribute to program development and assessment.

### Organization

- a. Each of the three Program Committees shall consist of approximately one-third of the Trustees. No Trustee shall serve on more than one Program Committee at a time. There shall be a rotation of Committee membership such that in general a Trustee who serves for twelve years on the Board will serve on each of the Program Committees during his/her tenure as Trustee. The President shall not be a member of a Program Committee. The Chair of the Board shall designate the Chair of each Committee.
- b. The Program Committees shall meet three times a year in connection with regularly scheduled meetings of the Board of Trustees or otherwise as appropriate. In general, the Committees will meet in concurrent sessions, but when the subject matter warrants, two or more Committees may meet in joint session.
- c. The Program Committees shall make intensive yearly visits to field sites in the United States or overseas.

## Roles and Responsibilities

Based on knowledge of the Foundation's missions and programs, and in particular the program Initiatives relevant to each Committee, the Program Committees will:

- a. Serve as a sounding board, discuss necessary inputs, provide specific advice as requested, advise on sensitive matters and review the progress and evaluation of program Initiatives over time;
- b. Maintain an ongoing strategic dialogue with and between Foundation management and the full Board, including over the course of each year a review of:
  - i. any new initiatives and any appropriate substantive shifts in strategy for existing Initiatives;
  - ii. the performance of Initiative portfolios, including viability of strategy, strength of staff, adequacy of resources and effectiveness of evaluation;
  - iii. Budget allocation recommendations, matching funding and staffing requests to strategic gaps or opportunities already discussed; and
  - iv. Periodically evaluate outcomes as appropriate by initiative.
- c. Review proposed program-related site visits.
- d. Periodically review and assess the adequacy of this charter and make recommendations to the Management and Governance Committee of changes.
- e. Each Committee shall conduct an annual evaluation of its performance and report the findings to the Chair of the Board.