

The Northern Forum

Resolution #021

Resolution #021 Project Structure

Whereas positive results from project activities of The Northern Forum are crucial to the organization's success.

Whereas coordination of the project activities may be difficult due to the technical and cultural barriers.

Whereas organization of the project topics into committees or topics would greatly improve outcomes.

Therefore be it resolved that The Northern Forum Board of Directors hereby agree to establishing working groups for each of the priority projects, as follows:

- Sustainable Development in the North
- Transportation, Trade and Tourism
- Banking and Finance
- Environmental Protection
- Culture
- Academy

Furthermore, it is anticipated that the leadership of a working group will be assumed by a region of The Northern Forum.

In accordance with this resolution, the working group will implement The Northern Forum Priority Project Guidelines (attached) and are hereby adopted by reference.

Signed this day of September 16, 1994

THE NORTHERN FORUM PRIORITY PROJECT GUIDELINES

Since the success of the Priority Projects is the most important matter for the Northern Forum, the Forum provides Project Guidelines aimed at smooth and successful progress of the projects.

1. Priority Project Proposal

(1) The Northern Forum's official delegates (Member I or Member II) can introduce projects to the General Assembly or Board of Directors' meetings. (Article 7.A of Northern Forum, Inc. Bylaws (hereinafter referred to as Bylaws)).

(2) Projects will be introduced by submitting the following documents: A one page abstract containing the project name, description, objective, suggested Northern Forum action, name of submitting region, names of co-proposing regions (more than two), and names of project coordinators of submitting region. A project action plan will contain the project name, purpose, background and objective, details, expected results and effects, coordination and implementation strategy, promotion procedure, schedule, funding plan and financial responsibilities.

(3) The abstract and action plan should be produced according to "The Northern Forum Priority Project Guidelines" developed in July 1992.

(4) Projects should address issues affecting the entire Northern Region or significant regional areas of it. (Article 7.A of Bylaws)

2. Project Approval

(1) The consensus of the voting members of the General Assembly or Board of Directors' meeting is necessary for a project to become an official Northern Forum project. (Article 7.A of Bylaws)

(2) If only a project abstract is submitted, it is possible for the project to be a future Northern Forum project. In this case, it is necessary to submit the action plan to the next General Assembly or Board of Director's meeting for the project to be approved as an official Northern Forum Project.

3. Implementation of Priority Project

(1) All the members (I and II) must be involved in the officially approved project in one of two ways: (A) Active, or (C) Cooperative.

(2) Within 30 days after the approval of said project, those members must inform the sponsoring region's project coordinator of the extent of

participation, project coordinator's name, title, address and telephone number.

(3) Project coordinators of the members wishing to be involved in the project will establish a project committee. The committee will elect a chair who will chair the meetings and represent the work of the committee to the public. (Article 7.B of Bylaws) It is desirable that the project coordinator of the sponsoring region be elected chairman of the committee.

(4) Others (non-members I and II) may join the project committee if approved with the consensus of the General Assembly (voting members only) or the Board of Directors. (Article 7. B of Bylaws)

(5) Besides convening meetings as necessary, the project committee will make maximum use of telecommunications to keep travel costs to a minimum.

(6) The project committee will make specific recommendations to the Northern Forum on support actions necessary to accomplish the project. (Article 7.B of Bylaws)

(7) The project committee will report the progress of the project, problems to be solved, action plan during the year and so on at every General Assembly or Board of Directors' meeting so as to be reviewed at each of these conferences.

4. Report


(1) The project committee will report its progress to the Secretariat at least once every six(6) months.

(2) If the project committee receives funds or financial support from non-sponsoring regions, the committee will establish an accounting procedure and will report its receipts and expenses to the Northern Forum Secretariat as part of its regular reporting requirements. (Article 7.B of Bylaws)

5. Project Funding


(1) Members proposing a project will include a funding plan in their proposal. (Article 7.B of Bylaws)

(2) Sources of funding could include but are not limited to: Northern Forum administrative funds (requiring a majority vote of the Forum delegates); grant funds from private non-profit institutions and for-profit corporations; or national, regional and local government funds. (Article 7.B of Bylaws)



6. Project Discontinuation

(1) Projects will be discontinued for either of the following reasons:

- A. when the proposal of project discontinuation by the project committee in question is approved by a majority vote of the delegates at the General Assembly or Board of Directors.
 - B. when there is no objection to a Secretariat report to the General Assembly or Board of Directors to the effect that there have been no project activities for one year(during the Forum fiscal year), such as committee meetings, information exchange, specific action and so on.
- 
- 