

## Our vision

- Fellowship Development enables NA communities to work towards being fully self-supporting and functional within NA as a whole

## How a task develops

- Anyone can form a request but it must be sent to the FDC
- Information is then gathered by FDC
- FDC then evaluates the idea for viability
- FDC creates the task

## How a team is put together

- FDC send out an email with task description requesting delegates that want to be part of the team asking what they feel they can offer to the task, this has a time limit
- FDC then get them to communicate together and decide who will take the point person and budget person roles
- The Task Team will then communicate what they plan for the task always keeping the FDC in the loop
- According to the task the FDC may make suggestions that could improve the task

## Planning & Budgeting

- FDC ask the team to come up with a plan for the task with a time frame
- The team then need to put together a budget for the task and send it to FDC and VT
- FDC and VT then approve the budget
- The task team are then accountable to provide receipts for budgeted items to the VT
- Any additional costs occurred outside of the budget need to be communicated as soon as possible and agreed by the FDC and VT

## Communication & Reporting

- The communication loop between the task team, FDC and VT needs to be transparent and regular, always cc'ing all into emails
- At the end of the task the FDC will need a written report about how the task went with any issues and highlights including a report from the fellowship the task was provided for
- The task team will decide who, from the team will present their report to the EDM in a brief inspiring outline