# Working Group resolution
# Finance
# of
# Open Home Foundation

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| **PRINCIPLE** | |
| Name: | Finance |
| Purpose: | The purpose of the Finance Working Group is to support the Board in financial planning, oversight, and strategy, while ensuring transparency and robust financial management throughout the organization.<br><br>The Finance Working Group serves as an advisory body that provides analytical support, strategic guidance on financial sustainability, and comprehensive budget planning assistance. The group ensures the Foundation maintains financial health and accountability while supporting the Board in making informed decisions that align with the Foundation's mission and long-term objectives. Through regular analysis and reporting, the working group helps maintain stakeholder confidence and ensures responsible stewardship of Foundation resources. |
| **COMPOSITION** | |
| Chair: | Pascal Vizeli |
| Members: | • Daniel Bogisch<br>• Nadine Lütolf<br><br>Note: All members of this working group hold Advisor status only and do not have decision-making authority. |
| **OBLIGATIONS** | |
| Scope of activities: | The working group will be scoped specifically to activities required for supporting the Board Treasurer in financial planning and oversight. These activities include:<br><br>• Creating and maintaining the annual budget and multi-year financial projections.<br>• Supporting the Board in overseeing the Foundation's financial situation.<br>• Conducting financial analytics and preparing statistics.<br>• Monitoring cash flow, reserves, and financial sustainability.<br>• Evaluating financial risks and opportunities.<br>• Providing recommendations on financial policies and procedures.<br>• Ensuring transparency in financial processes within the organization.<br>• Supporting financial reporting to stakeholders and regulatory authorities. |
| Responsibilities: | This working group will serve as an advisory body to the Board Treasurer with the following core responsibilities:<br><br>**Annual Budget Planning and Forecasting**<br>Prepare draft annual budgets for Board approval.<br>Develop multi-year financial projections and scenario planning. |

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| | Coordinate with departments and working groups to gather budget requirements.<br>Review and analyze budget proposals for feasibility and alignment with strategic goals.<br>Monitor budget execution throughout the year and recommend adjustments.<br><br>**Financial Oversight and Analysis**<br>Support the Board in monitoring the Foundation's financial situation.<br>Conduct regular financial analysis and prepare comprehensive reports.<br>Analyze revenue streams, expense patterns, and cost efficiency.<br>Identify financial trends, potential risks, and opportunities.<br>Monitor cash flow and liquidity positions.<br>Prepare financial statistics and key performance indicators.<br>Evaluate the Foundation's financial sustainability and reserve adequacy.<br><br>**Financial Policy and Compliance**<br>Assist in developing and reviewing financial policies and procedures.<br>Support compliance with regulatory requirements and reporting obligations.<br>Recommend internal controls and financial governance improvements.<br>Review significant financial transactions and contracts.<br><br>**Transparency and Reporting**<br>Ensure financial planning processes are documented and transparent.<br>Prepare financial summaries and dashboards for internal stakeholders.<br>Support communication of financial information within the organization.<br>Assist in preparing financial reports for donors, members, and regulatory bodies.<br><br>**Strategic Advisory Support**<br>Provide recommendations to the Board on financial strategy and sustainability.<br>Evaluate funding opportunities and revenue diversification strategies.<br>Assess financial implications of strategic initiatives.<br>Support the Treasurer in long-term financial planning.<br>Advise on investment policies and reserve management. |
| Signature Authority: | |
| Decision power: | The working group has advisory status only and does not have decision-making authority. All recommendations and proposals must be approved by the Board. |
| Other power: | All members of the working group have the right to view and audit all finance-relevant information and documentation of the Foundation, |

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| | including the right to audit expenditures by individuals within the organization. |
| **ORGANISATION:** | |
| Infrastructure access: | • Slack: Channel #wg-finance<br>• CashCtrl: Read-only access for all members<br>• Google Workspace: Account for all members<br>• Office 365: License for all members<br>• Shared drive for Members: [WG Finance]<br>• Asana Space: [Finance] |
| Appointment of Advisors | The Board Treasurer may appoint additional individuals to serve as Advisors. Advisors shall hold passive membership status, meaning they are not vested with any decision-making authority, voting rights, or formal duties within the Working Group. |
| Chairperson | The Board Treasurer automatically serves as the Chair of this Working Group. |
| Whistleblower | The working group shall maintain and offer a reporting point for whistleblowers to report financial irregularities, concerns, or misconduct within the organization.<br><br>In cases where a conflict of interest exists, the Treasurer must recuse themselves from handling the report. All whistleblower reports must be processed in collaboration with the Working Group Policy & Principles. |
| Budgets | The working group has authority over the cost object 405 |
| Duration | Indefinite |

This resolution was approved by the Board of the Open Home Foundation by November, 2025.

*The Foundation Board of Open Home Foundation:*

*Chairman of the Foundation Board*

Signed by:
Paulus Schoutsen
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Brooklyn 11/26/2025

Ort, Datum / *Place, date*

Paulus Schoutsen

*Member of the Foundation Board*

Signiert von:
283FDEB2404B424...

Neuheim 11/25/2025

Ort, Datum / *Place, date*

Pascal Vizeli

*Member of the Foundation Board*

Signed by:
John Mclaus koston
22F7335E7EFA434...

Houston 11/28/2025

Ort, Datum / *Place, date*

John Koston