Europe PMC Funders Group – Terms of Reference

Description
The Europe PMC Funders’ Group is the ultimate decision making group within the constraints of the contract. Their role is to approve yearly project reports and project plans, and to approve the Phase 3 plan and funding.

Day-to-day management of Europe PMC shall be undertaken by the appointed project managers of the Trust and the Supplier and the Trust shall not be required to consult with the Funders’ Group in relation to routine operational matters.

Responsibilities
- Sets the high-level strategic direction of the Europe PMC project
- Appoints the Chair of the Advisory Board
- Approves changes to the Project Board’s Terms of Reference
- Provides constructive challenge to the Europe PMC Suppliers, in order to ensure the successful delivery and implementation of the project
- Approves base costs for Europe PMC
- Approves plans and costs for future developments to EuropePMC
- Works collaboratively to develop common policies with regard to providing unrestricted access to the research outputs that arise from the work funded by the Members
- Works collaboratively to encourage publishers to develop publishing models that are compliant with the open access policies of the Members
- Promotes the use of Europe PMC amongst the relevant user communities.

Frequency of meetings
Funders’ Group meetings will be held at least annually. The Group may agree to hold such additional meetings as from time to time it considers necessary.

Meeting topics
The Group shall meet to discuss operation and funding of Europe PMC and other matters relating to it which the Group feels appropriate.

Membership
- One voting representative from each of the Europe PMC funding organisations
- Chair (drawn from a Europe PMC funding organisation)
- Europe PMC Funders’ Group Project Manager (Secretary)
- Other observers from the Europe PMC funding organisations
- AMRC representative (observer)
- JISC representative (observer)
- Chair of the Advisory Board (observer)
- The Europe PMC Account Manager (EBI) (in attendance)
- The Europe PMC Project Manager (EBI) (in attendance)

The quorum for Funders’ Group meetings shall be a representative of fifty percent (50%) of the voting Members, which must include the Trust and MRC representatives. Each voting member shall have one (1) vote. All majority decisions require the support of the MRC and the Trust.

The Funders’ Group may rotate Chairmanship of the Group annually, as agreed by the Group. If the agreed Chair has previously had voting representation on the Group and wishes to become neutral, an additional representative from the Chair’s funding organisation will be invited to join the Group as a voting member.