



FDP SUBCOMMITTEE, STEERING COMMITTEE OR WORKING GROUP FORMATION REQUEST

Please complete the following form to propose creation of a new Subcommittee, Steering Committee or Working Group (within operational or programmatic committee) in accordance with the [FDP Operating Guidelines](#). Once completed, please submit to the applicable oversight [Committee Co-Chairs](#).

Submission date:

Requesting FDP member(s) / institution name(s):

Applicable oversight [Committee and Committee Co-Chairs](#) (if not same as requester):

Type: Subcommittee Steering Committee Working Group

Proposed Subcommittee, Steering Committee or Working Group Name:

Proposed Co-Chairs:

Goal or Purpose (limited to 1-3 sentences):

Membership (including size and composition):

Activities, Duties, and Responsibilities (reference Committee scope and authority in [FDP Operating Guidelines](#)):

Proposed Procedures (including meeting frequency and reporting timeline):

Estimated Timeline (start and completion):

Oversight Committee Approval (for Working Group):

Executive Committee Approval (for Operational or Programmatic Committee, Steering Committee, or Subcommittee):