



2025 Working Groups Program Plan & Budget Process

September 2025



General Framework



- Working Groups annually prepare a Program Plan and Marketing* Plan (if applicable). These plans contain the objectives/goals for the year ahead (aspirational).
- Working Groups annually confirm the budget created by the Eclipse Foundation aligns with the Program/Marketing Plan priorities as well supports the general activities of the working group.
- The strategy provides the strategic framework to be used by the working group in planning and prioritizing its annual activities and iterates key programs and initiatives in order to accomplish the strategy.
- The budget finalizes the process and documents the revenue and expenditure projections for the Foundation. The budget is the plan of record.
- Collaborative effort between the Eclipse Foundation and Steering Committee.
- Program Plan and Budgets are approved by the Executive Director.

****Marketing Committees that have the responsibility of creating Marketing Plans***

Annual Process



- Each working group must annually create a Program Plan which outlines the priorities for the year ahead
 - Upon Formation
 - Annual Process (Fall)
- The Foundation staff then prepares a Budget for the working group which identifies key resources and key program spend items, based on the priorities identified in the Program Plan and expected working group revenues
 - The budget covers the full direct and indirect costs associated with the operation and execution of the working group by the Eclipse Management Organization
 - All working group revenues are to be fully allocated in the year they are collected
- Collaboratively, the Foundation staff works with Steering Committees to consult and make adjustments to align the Program Plan based on the funds available

Roles and Responsibilities



Steering Committee Role		Eclipse Foundation
Governance Role	Leadership Role	Legal Entity/Fiscal Agent/Partner
<ul style="list-style-type: none">Establish and oversee execution of a Program Plan which identifies a set of specific goals and aspirationsReview and ratify a Budget which allocates spending by the Eclipse Management Organization in support of achieving the Program Plan	<ul style="list-style-type: none">Lead the efforts of their own organizations in striving to achieve the vision, notably through the Program PlanSupport, encourage and collaborate with other Members in doing the same and assist in communicating the goals	<ul style="list-style-type: none">Owns, creates and manages working group budgetsManages all contracting, disbursements, and vendor relationshipsDelivers/manages outreach & engagementFacilitates shared services and support for working groupsManages and hires headcount in support of the working group (direct/indirect)

Governance Obligations



- The formal governance obligations associated with working groups lies with the Eclipse Board of Directors and the Executive Director / Eclipse Management Organization as defined within the Eclipse Bylaws
 - Authority and responsibility for establishing and managing working group budgets lies with the Executive Director as defined in the Bylaws
 - Each working group's budget rolls up into the Foundation's overall budget, which is approved on an annual basis by the Board of Directors
- Steering Committee members bear no fiduciary or operational responsibilities
 - This significantly lowers the burden of those participating in working group governance

NOTE: The Eclipse Foundation acts as more than “the fiscal agent” of working groups!

Governance Activities



- All activities must be:
 - Consistent with the Eclipse Foundation values such as openness, transparency, meritocracy, and vendor neutrality
 - Fully compliant with the Eclipse Foundation policies such as privacy, antitrust, and intellectual property
 - In accordance with the Eclipse Foundation accounting policies such as spending controls and revenue recognition

Eclipse Foundation Antitrust Policy

- > Members of the Eclipse Foundation have a responsibility and obligation to comply with the Eclipse Foundation Antitrust Policy (https://www.eclipse.org/org/documents/Eclipse_Antitrust_Policy.pdf) in order to comply with antitrust laws.
- > These laws generally prohibit the following:
 - Price-Fixing
 - Agreements to Allocate Markets
 - Concerted Refusals to Deal
 - Exchange of competitively sensitive information
- > All Industry Collaboration activities must be conducted in an open, transparent and vendor-neutral manner. In particular meetings must also comply with the following:
 - Provide meeting notices in advance
 - Provide meeting agendas in advance, and stick to the topics on the agenda
 - Provide accurate meeting minutes; including their approval and dissemination
 - Perform a periodic reminder of the Eclipse Foundation Antitrust Policy
- > If you have questions about these matters, please contact your company counsel or license@eclipse.org.

The Process



- The Program Plan is based on inputs from the Working Group members, their Committees, and the Eclipse Management Organization.
 - Input should be sought in advance of defining the Program Plan
 - The Steering Committee may establish an ad hoc or permanent Program Committee to assist in establishing the Program Plan, and in particular doing a line-by-line analysis and prioritization.
- The Budget is based on fees and sponsorship contributions, and allocates planned spending in support of the Program Plan.
- The Program Plan and Budget should be revisited at least bi-annually, and in larger working groups, quarterly, to adjust for changes in priorities and/or in working group revenues

Working Group Budget Model

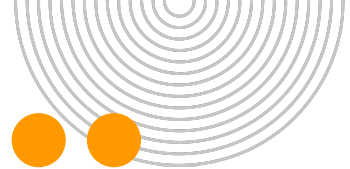


- Eclipse Foundation projection of allocation of funding necessary to support the success of the working group based on the following:

Annual Anticipated Revenue	Estimated Expenditures
<ul style="list-style-type: none">● membership revenue (including projected revenue fees)● sponsorship	<ul style="list-style-type: none">● projected allocation of funding for shared services and support● value add● cost reduction● efficient● reliable

Shared Support and Services

(high level, not in totality, more offerings available dependent upon budget and program plan)



Management & Governance	<ul style="list-style-type: none">• program/project management• consultation and compliance with processes and policies• governance oversight compliance	Website	<ul style="list-style-type: none">• create, maintain and upgrade
Ecosystem Development	<ul style="list-style-type: none">• pragmatic engagement/salesmanship	Outreach & Engagement	<ul style="list-style-type: none">• create content (blogs, articles, web copy and so on)• design brand identity• press relations• social media posting, creation and monitoring• promotion of events
Trademark Compatibility and Branding Program	<ul style="list-style-type: none">• develop and implement the program• support specification committee in implementing the EFSP	Events	<ul style="list-style-type: none">• plan working group events, coordinate presence at 3rd party events, support WG at events
Specification Process Management	<ul style="list-style-type: none">• organize and participation in specification committee• support spec committee operations, planning, conducting reviews, ballots and	Technical Writing	<ul style="list-style-type: none">• produce, maintain, improve technical documentation
Legal	<ul style="list-style-type: none">• trademark registrations, office actions, oppositions, renewals,• review, draft, negotiate agreements, contracts, protection	General & Administration	<ul style="list-style-type: none">• back office functions - membership, finance, acquisition of goods & services, oversee vendor relationships, processing membership/sponsorships, maintaining records and so on

Annual Cycle and Timeline



Mid September / Late October

- Beginning mid September, Steering Committees solicit ideas and input from the membership on programs for the following year.
- A decision regarding who will draft the Program Plan should be taken.
- At least one meeting of the Steering Committee should be dedicated to a full review of the Program Plan, and the Eclipse Program Manager or other Eclipse Foundation staff can support/lead this process.
- At this stage of refinement, there are no funding amounts or dedicated resources attached to the program line items.
- A candidate Program Plan should be approved in principle by the Steering Committee no later than **end of October**.

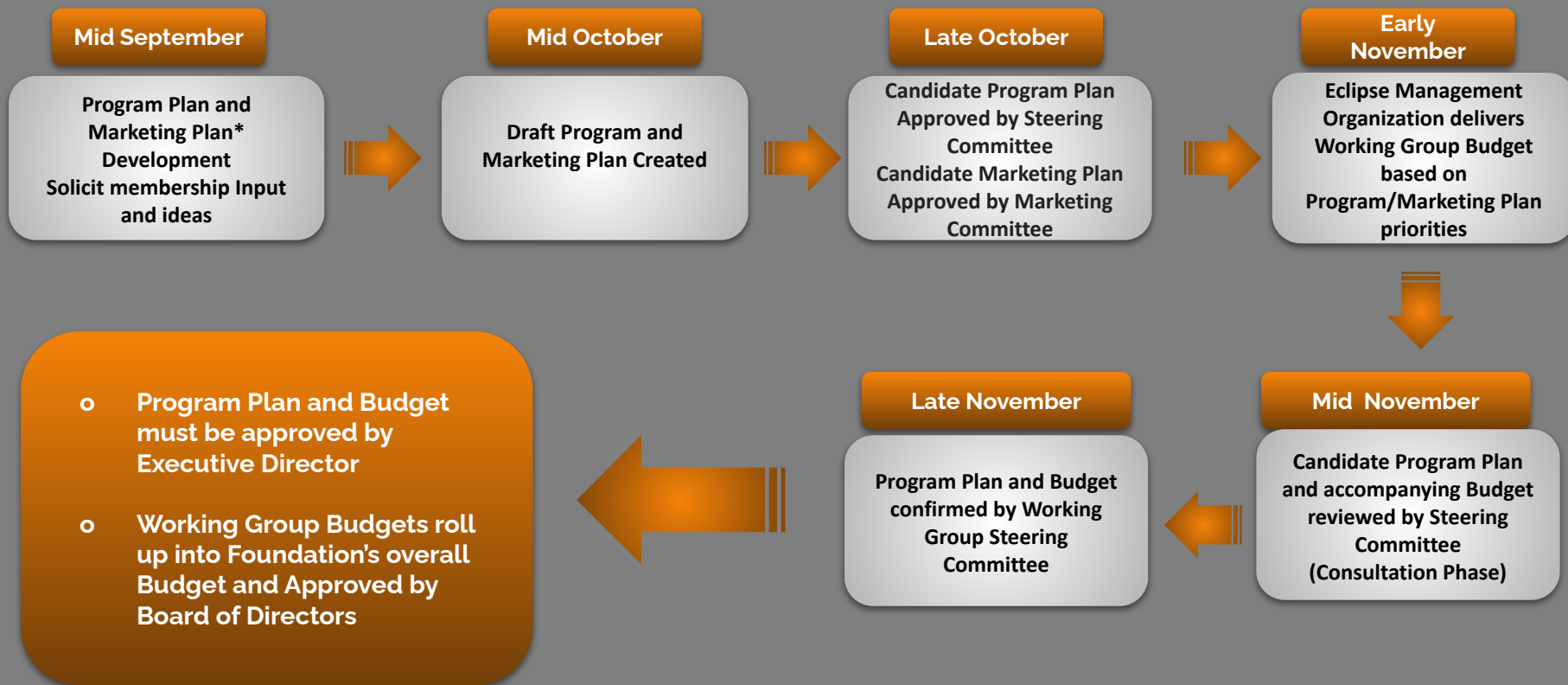
Annual Cycle and Timeline



Early - Mid - Late November

- Eclipse Management Organization develops and delivers a proposed Working Group Budget in support of the candidate program plan.
 - The proposed budget takes into account the priorities identified in the Program Plan, the amount of funds available, and the division of potential tasks between the Eclipse Management Organization and the Members.
- **Consultation Phase** begins mid November for steering committees. This is an opportunity to review the budget and raise/discuss matters related to the budget with program managers and the Eclipse Foundation.
- The final program plan and budget must be confirmed by the Steering Committee prior to **late November** in order to be included in the overall Foundation budget
 - This acknowledgement confirms the budget is in line with the program plan.
- All Working Group Program Plans and Budgets must be approved by the Executive Director (final approval).

2025 Annual Program Planning Cycle and Timeline



**Marketing Committees that have the responsibility of creating Marketing Plans*

For More Information



- Working Groups are supported by the Eclipse Management Organization (EMO) in accordance with the [Eclipse Foundation Working Group Process](#) (EFWGP)
- [Working Group Operations Guide](#) *provides specifics of the implementation of the EFWGP*



THANK YOU

 **ECLIPSE**
FOUNDATION