Romney Readiness Project

Charter for the

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|  | **Task Force on Deficit Reduction** |  |

August 15, 2012

**The Task Force on Deficit Reduction (TF-DR)** is hereby organized. Its purpose is to organize, coordinate, and oversee collaborative processes to finalize policy recommendations and implementation strategies necessary to fulfill the Romney for President Campaign Commitments associated with reducing the federal deficit.

It is NOT the task of TF-DR to determine Governor Romney’s policies, but rather to orchestrate their implementation. R2P and TF-DR are responsible for planning mechanisms, time tables and processes to implement those policies and priorities. They do not to originate policies. Policy determination will occur through a process managed by the Policy Director of Romney for President, Inc.

This charter document provides instructions and guidelines for its operation. It also describes the deliverables members of the Task Force are expected to produce. Periodically, this charter may be amended in response to new circumstances.

**Composition and Structure of the**

**Task Force on Deficit Reduction**

**Task Force Leader**: John Cogan and Tim Muris are appointed Task Force Leaders. They report directly to the Policy and Strategy Council Group Leader.

**Central Leadership Team Support:** [Insert name here], member of the R2P Central Leadership Team, will provide project management and other support to the Task Force Leader as he coordinates and directs TF-DR tasks.

The Group Leaders are authorized to add members at his discretion contingent on budget approval and R2P vetting/clearance.

**General Scope of the Task Force on Deficit Reduction**

TF-DR is assigned to convene and generate recommendations necessary to implement commitments Governor Romney makes in the 2012 Presidential Campaign. While additional topics may be designated by the R2P Chairman, the following will be considered core. (More detail on each of these is provided in the R2P General Instructions—First 200 Days, as appended.)

1. Place government spending on a more sustainable trajectory.

In each topic area above, TF-DR can create DR-projects to manage the process and recommendations associated with that topic. In each case, a charter consistent with this overall TF-DR charter would be created for that DR-project.

**Operating Rules**

**General planning horizon:** The primary task of R2P is to provide a plan under which the Romney administration can initiate activities in the first 200 days which can be in full effect within 2000 days.

**Rules of Governance:** TF-DR is chartered to recommend plans and strategies to Governor Romney. It will be governed by the Rules of Consensus and Elevation which articulate a collaborative process designed to ensure consideration of multiple points of view and arrive at high quality recommendations. A copy of the Rules of Consensus and Elevation is contained in the appendix of this charter.

**Creation of Sub working groups**: The Task Force Leaders may form project teams to manage the process and recommendations relevant to a specific topic. All outside members must be vetted according to normal processes.

**Involvement of outside resources:** It is not intended that points of view reflected in PSTFs be confined to those who serve as members. While membership on a PSTF is limited to those invited, it is expected that members will (within the confines of confidentiality) seek the views, input, and involvement of expert resources to enrich the task force recommendations.

**OPPM**: Progress of TF-DR will be tracked on a system referenced as an OPPM (One Page Project Manager). The Task Force Leaders are responsible to provide regular progress reports on a schedule to be determined.

**Clearance, Confidentiality and Ethics:** All TF-DR members will be vetted by R2P and must sign confidentiality and ethics agreements. No exceptions will be made on this requirement.

**Deliverables**

TF-DR is commissioned to produce the following deliverables by the dates indicated.

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| Accountability Date | Description |
| September 5, 2012 | Develop charters, basic work plans and OPPMs for the overall TF-DR and for any DR-projects. |
| September 5, 2012 | Assign a Leader and Central Leadership Team member for the TF-DR. |
| September 15, 2012 | Conclude the recruitment, clearance, and orientation of the initial TF-DR members and leaders for DR-projects. |
| October 15, 2012 | Provide preliminary recommendations to the Policy and Strategy Council for discussion. |
| November 7, 2012 | Present final recommendations to the Policy and Strategy Council. |