U.S. DEPARTMENT OF COMMERCE
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION
CHARTER OF THE
NATIONAL SEA GRANT ADVISORY BOARD

1. **Committee's Official Title.** National Sea Grant Advisory Board

2. **Authority.** The National Sea Grant Advisory Board (hereinafter the "Board") was established by the Secretary of Commerce (hereinafter "Secretary") as directed by Section 209 of the National Sea Grant College Program Act of 1976, as amended, 33 U.S.C. § 1121 et seq. (hereinafter the "Act"). Initially established in 1976, under the Federal Advisory Committee Act (FACA), 5 U.S.C., App., as amended, the Board is hereby renewed under the same Act. The terms used in this charter shall have the same meaning as prescribed in the Act, as amended. including the term "Secretary," which means the Secretary of Commerce, acting through the Under Secretary of Commerce for Oceans and Atmosphere as defined by 33 U.S.C. § 1122(15) of the Act.

3. **Objectives and Scope of Activities.** The Board shall advise the Secretary and the Director of the National Sea Grant College Program (hereinafter "Director"), and meet with the Secretary as appropriate on matters related to the responsibilities and authorities set forth in the Act. The Board should address issues appropriate for a Federal Advisory Committee serving the National Sea Grant College Program (NSGCP). The term "Director" means the Director of the National Sea Grant College Program, appointed pursuant to 33 U.S.C. § 1122(3) of the Act.

4. **Description of Duties.** Sea Grant topics the Board should address include: developing strategies for utilizing the NSGCP to address the Nation's highest priorities regarding the understanding, assessment, development, management, utilization, and conservation of ocean, coastal, and Great Lakes resources; the designation of Sea Grant colleges and Sea Grant institutes; and such other matters as the Secretary refers to the Board for review and advice. The Board shall report to Congress every 2 years on the state of NSGCP. The Board shall indicate in each such report the progress made toward meeting the priorities identified in the strategic plan in effect under 33 U.S.C. § 1123 (b)(2) of the Act. The Board may exercise such powers as are reasonably necessary in order to carry out its duties. The Board shall function as an advisory body in accordance with the FACA.

5. **Agency or Official to Whom the Committee Reports.** The Board shall report to the Secretary, pursuant to 33 U.S.C. § 1128(b) of the Act.

6. **Support.** The National Sea Grant Office (NSGO), and National Oceanic and Atmospheric Administration (NOAA), shall make available to the Board such information, personnel, and administrative services and secretarial assistance as may be required to accomplish the duties of the Board, and will provide a Designated Federal Officer (DFO) for the Board.

7. **Estimated Annual Operating Costs and Staff Years.** The annual cost of operating the Board is estimated to be $275,000 and 0.6 FTE staff support per annum.

8. Designated Federal Officer. The DFO will be a full-time employee of the NSGO and will be appointed by the Director, subject to the approval of the Under Secretary, in accordance with agency procedures. The DFO will approve or call all of the Board's meetings, prepare and approve all meeting agendas, attend all Board meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Director.

9. Estimated Number and Frequency of Meetings. The Board shall meet on a biannual basis and, at any other time, at the call of the Chairperson or upon the request of a majority of the voting members or of the Director, with approval by the DFO.

10. Duration. Continuing.

11. Termination. This charter will terminate 2 years from the date of its filing with the appropriate U.S. Senate and House of Representatives Oversight Committees unless earlier terminated or renewed by proper authority.

12. Membership and Designation. Per the Act, the Board shall consist of 15 voting members who shall be appointed by the Secretary. Members will be selected on a clear, standardized basis, in accordance with the National Sea Grant Advisory Board Membership Balance Plan. The Director and a director of a Sea Grant program, who is elected by the various directors of Sea Grant programs, shall serve as nonvoting members of the Board.

Not less than eight of the voting members of the Board shall be individuals who, by reason of knowledge, experience, or training, are especially qualified in one or more of the disciplines and fields included in marine science. The other voting members shall be individuals who, by reason of knowledge, experience, or training are especially qualified in, or representative of, education, marine affairs and resource management, extension services, State government, industry, economics, planning, or any other activity which is appropriate to, and important for, any effort to enhance the understanding, assessment, development, management, utilization, or conservation of ocean, coastal and Great Lakes resources. No individual is eligible to be a voting member of the Board if the individual is (A) the director of a Sea Grant college or Sea Grant institute; (B) an applicant for, or beneficiary (as determined by the Secretary) of, any grant or contract under 33 U.S.C. § 1128(c) of the Act. Each member shall receive an annual ethics briefing from the appropriate official.

A full term of office of a voting member of the Board shall be 4 years. A voting member may be reappointed to no more than one additional full term. The Director may extend the term of office of a voting member of the Board once by up to 1 year. Board members will serve at the discretion of the Secretary. At least once each year, the Secretary shall publish a notice in the *Federal Register* soliciting nominations for membership on the Board.

The Board, in consultation with the Under Secretary, shall select one voting member to serve as the Chairperson and another voting member to serve as the Vice Chairperson, each of whom shall serve for a period of 2years. The Vice Chairperson shall act as Chairperson in the absence or incapacity of the Chairperson. Voting members of the Board shall receive compensation at a

rate established by the Secretary, not to exceed the maximum daily rate payable under Section 5376 of Title 5, U.S.C., when actually engaged in the performance of duties for the Board, and shall be reimbursed for actual and reasonable expenses incurred in the performance of such duties. Voting members will be subject to ethical standards applicable to special government employees.

13. Subcommittees. The Board may establish, upon approval of the Under Secretary, and subject to any Department of Commerce or NOAA rules or guidance on their use, such subcommittees, task forces, and work groups consisting of Board members and/or outside experts as may be necessary. Chairs of subcommittees, task forces or work groups shall be selected by and serve at the discretion of the Board, subject to the approval of the Under Secretary. All subcommittee work must be forwarded to the full Board for actual deliberation. Only the Board may advise NOAA.

14. Recordkeeping. Records of the Board, formally and informally established subcommittees, or other subgroups of the Board, shall be handled in accordance with General Records Schedule 6.2 or other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

15. Filing Date.

Ellen Herbst

Chief Financial Officer and
Assistant Secretary for Administration

8/11/16

Filing Date