

ADS Mandatory Reference: 105

File Name: 10551m DRCD 8

Federal Advisory Committee Charters

Charter of the Advisory Committee of the Malaria Vaccine Program

- Section 1 The official designation of the Committee shall be: The Advisory Committee of the USAID Malaria Vaccine Development Program.
- Section 2 Objective: To provide broad senior scientific overview of Malaria Vaccine Development Program activities.
- Section 3 Duties and Scope of Activity:
- (a) To ensure Malaria Vaccine Development Program focus and coherence, and to ensure the application of the highest standards of technical and scientific excellence.
 - (b) To assist in the development of overall Program strategy and in the monitoring of Program goals.
 - (c) To provide strategic advice and guidance, based upon periodic review of ongoing and proposed Program activities.
 - (d) To help identify new opportunities for lines of research and development as well as to identify appropriate additional institutions and scientists to participate in the Program.
- Section 4 Duration: The Advisory Committee of the Malaria Vaccine Program will serve for a period of up to two years, and thereafter subject to renewal as required under the Federal Advisory Committee Act.
- Section 5 Reporting: The Advisory Committee will provide advice to the Assistant Administrator for the Bureau for Global Programs, Field Support and Research of the U.S. Agency for International Development.
- Section 6 Support Services: USAID will be responsible for providing support for the Committee as may be necessary.
- Section 7 Costs: The estimated annual cost for operating the Committee is \$15,000.
- Section 8 Meetings: One to two meetings per year are anticipated.
- Section 9 Membership:

(a) The Committee shall be composed of not more than eight members, appointed by the Director of the Office of Health and Nutrition with the concurrence of the Assistant Administrator for the Bureau for Global Programs, Field Support and Research. Members will serve in an individual capacity.

(b) The Assistant Administrator for the Bureau for Global Programs, Field Support and Research shall designate a Chairman or Co-Chairmen from among the members of the Committee.

(c) Members for the Committee shall be provided travel expenses.

Section 10 Termination Date: The Committee shall terminate not later than two years from the date of filing, unless extended.

Section 11 Filing Date: Filed this 30th day of December, 1994.

Charter of the Advisory Committee on Voluntary Foreign Aid

ARTICLE 1 The official designation of the Committee is: The Advisory Committee on Voluntary Foreign Aid.

ARTICLE 2 Objectives:

- To serve as a focal point for relations between the U.S. Government and private and voluntary organizations active in the fields of relief, rehabilitation and development overseas.
- To assure that the voluntary sector plays a vital and dynamic role in the formulation and execution of foreign assistance programs.

ARTICLE 3 Duties and Scope of Activity:

- To consult with, provide information to and advise the Agency for International Development (and other U.S. Government agencies, as appropriate), on matters and issues needing attention across a wide spectrum of development issues relating to foreign assistance in which the U.S. Government and private and voluntary organizations interact.
- To provide information and counsel to the community of private and voluntary organizations working abroad in development, relief and rehabilitation on issues of concern regarding their relations with USAID and other U.S. Government agencies.
- To foster public interest in the fields of voluntary foreign aid and the activities of private and voluntary organizations.

ARTICLE 4 Duration:

- The Advisory Committee on Voluntary Foreign Aid will serve indefinitely, subject to biennial renewal as required under the Federal Advisory Committee Act of 1972.

ARTICLE 5 Reporting:

- The Advisory Committee on Voluntary Foreign Aid (the Advisory Committee) reports to the Administrator of the Agency for International Development (USAID). The Assistant Administrator of the Bureau for Humanitarian Response provides the necessary support for the Committee. The Executive Director of the Advisory Committee is the USAID Advisory Committee representative.

- The Advisory Committee will file Quarterly Reports with the Administrator, describing its activities during the preceding quarter and furnish any other data that may be required by the Agency's Advisory Committee Management Officer.

ARTICLE 6 Costs:

- The annual operating costs in dollars and person-years for the Advisory Committee and Subcommittees thereof are estimated to be approximately \$200,000 and 1.5 person-years, respectively.

ARTICLE 7 Meetings:

- It is expected that the Advisory Committee and its Subcommittees will each hold up to four meetings annually.

ARTICLE 8 Membership:

- The Advisory Committee shall be comprised of no fewer than fifteen members (including the Chairman and Vice Chairman) appointed by the Administrator as representatives of a cross section of non-governmental entities including private and voluntary organizations, cooperatives, foundations, private firms, professional societies and other sources as he/she sees fit.
- Members serve in a representative, not an individual, capacity and therefore are not subject to the conflict of interest statutes.
- The Administrator shall designate the Chairman and Vice Chairman of the Advisory Committee.
- Terms of membership shall be established by the Administrator at the time of appointment to the Advisory Committee.

ARTICLE 9 Subcommittees:

- The Advisory Committee on Voluntary Foreign Aid may appoint Subcommittees and/or special task forces as necessary, which shall report to it.

ARTICLE 10 Effective Date: January 1, 1995
Termination Date: December 31, 1996

ARTICLE 11 Date Charter is Filed: January 20, 1995

Charter of the Board for International Food and Agricultural Development

Article I Board's official designation:

Board for International Food and Agricultural Development (hereafter referred to as the "Board").

Article II Board's objectives and scope of its activity:

The Administrator of the U.S. Agency for International Development (USAID) has resolved that the primary mission of the Board is to help USAID to mobilize and utilize the full range of faculty and institutional resources of universities, and to advise and assist USAID to develop and implement the Foreign Assistance Act of 1961, as amended, (FAA) including the Title XII program. The latter program is set forth in Title XII of the FAA (enacted by the International Food and Development Assistance Act of 1975), and comprises in particular the activities described in Section 297 of Title XII.

Article III Board membership and appointment:

The Board shall consist of seven members appointed by the President, no less than four to be selected from the universities as defined by Section 296 (d) of Title XII. The members selected from the universities will serve in a representative, not an individual, capacity. Terms of members shall be established by the President at the time of appointment, as provided by Section 298 (a) of Title XII.

Article IV Period of time necessary for the Board to carry out its purposes:

Indefinite.

Article V Agency and official to whom the Board reports:

The Board shall report to the Administrator of the U.S. Agency for International Development, and (as provided in Section 300 of Title XII) to the Congress.

Article VI Agency responsible for providing necessary support for the Board:

U.S. Agency for International Development.

Article VII Description of Duties for which the Board is Responsible:

In discharging its duties including those under Section 298 of Title XII, the Board will:

A. consult with, provide information to, and furnish advice to the U.S. Agency for International Development, the Department of Agriculture (and other government agencies as appropriate) and Congress on all aspects of economic development and cooperation, including Title XII.

B. provide the universities with information and counsel on problems and issues of concern to the universities in their relations with USAID and other U.S. Government agencies.

C. participate (on a selective basis) directly, and through its subordinate units, as an integral part of USAID's system of designing, approving, implementing and evaluating programs and projects in which U.S. universities are or could be involved, including under Title XII.

Article VIII Subordinate units

The Board is authorized to create such subordinate units as may be necessary for the performance of its duties and the discharge of its responsibilities.

USAID provides support services (including staff) to the Board and its subordinate units, with the staff jointly selected by USAID and the Board and comprised of USAID employees and details under the Intergovernmental Personnel Act and from U.S. Government agencies.

Article IX Estimated cost of the Board

Workyears	Dollars
2.0 Staff*	
1.0 Consultants	
Total 3.0	\$300,000

Article X Estimated number and frequency of meetings:

The Board will meet at least three times per year.

Article XI Committee termination date:

Section 298 of Title XII provides for a permanent Board.

Article XII Charter amendment:

The Board may amend the Charter as necessary, consistent with applicable laws and regulations with the approval of the Administrator of USAID.

Article XIII Date filed:

* Includes details under Intergovernmental Personnel Act.

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