

## **NOAA Science Council**

### **National Oceanographic Partnership Program (NOPP) Committee**

#### **Terms of Reference**

February 18, 2021

#### **Purpose and Scope**

Within the scope of responsibilities of the NOAA Science Council, the National Oceanographic Partnership Program Committee (NOPP-C) will coordinate NOAA's participation in the National Oceanographic Partnership Program (NOPP) and provide guidance on the allocation of any dedicated NOAA NOPP funds. Final funding authority resides with the designated program manager for the appropriated NOAA NOPP funds.

The goal of NOPP is to facilitate partnerships between federal agencies, academia, and industry to advance ocean science research and education. Through these partnerships and collaboration, NOAA and other federal agencies can leverage resources to invest in priorities that fall between agency missions or that are too large for any single agency to support.

#### **Committee Membership**

The NOPP-C, a standing committee of the NOAA Science Council, focuses on improving the effectiveness of NOAA's participation in the National Oceanographic Partnership Program (NOPP). NOPP-C membership will include representation from across NOAA and consists of:

**Chair:** The Chair will be from the Line Office with a dedicated NOAA NOPP appropriation. The Chair will lead the NOPP-C, conduct meetings, guide tasks and oversee progress. Changes to the chairmanship will be approved by the chair of the NOAA Science Council.

**Vice Chair:** The Vice Chair will fulfill the Chair's responsibilities when the Chair is unavailable. The Vice Chair will be appointed by the Chair and be from a different Line Office.

**Executive Secretariat:** The Executive Secretariat(s) will support the Chair and Vice Chair, coordinate the NOPP-C, manage meetings, and facilitate tasks. The Executive Secretariat(s) will be appointed by the Chair.

**Principal Members:** Principal members of the NOPP-C will include standing, permanent representatives of each NOAA Line Office, including:

- NOPP Representative National Weather Service
- NOPP Representative National Ocean Service
- NOPP Representative National Environmental Satellite, Data, and Information Service
- NOPP Representative National Marine Fisheries Service
- NOPP Representative Office of Oceanic and Atmospheric Research
- NOPP Representative Office of Marine and Aviation Operations

**Duties and Responsibilities of NOPP-C Members:** Specific duties and responsibilities of members of the NOPP-C include, but are not limited to:

- Attending NOPP-C meetings and reporting results of such meetings to their Line Office
- Providing advice regarding research and development priorities and opportunities for NOPP involvement and investment to the NOAA Science Council and NOAA Line Offices
- Utilizing the NOAA Research & Development Database (NRDD) and other tools as appropriate to maintain awareness of the status of Line Office NOPP initiatives and identifying emerging Line Office initiatives eligible for NOPP
- Supporting Line Office response to NOPP-C data calls

**Meetings and Coordination:** The NOPP-C normally meets once per month, or at the direction of the Chair. Committee meetings are open to NOAA employees and contractors with Non-Disclosure Agreements (NDA's). Members or their designated representatives are expected to participate and make every reasonable effort to attend scheduled meetings. The NOPP-C will report on its activities to the NOAA Science Council.

**Recommendation Process:** NOPP-C recommendations will be generated through informed consensus. When the NOPP-C presents recommendations to the NOAA Science Council, it will provide either a consensus recommendation, with adequate information about the basis for reaching its consensus, or, when there is not a consensus within the NOPP-C, a set of options with pros and cons. The NOAA Science Council provides direction for all NOPP-C activities.

**Terms of Reference Approval and Revision Process:** The NOPP-C will review this document every two years, or at the request of the Chair of the NOAA Science Council, whichever comes first, to ensure continued accuracy and utility. Based on the recommendation of the NOPP-C, the NOPP-C Executive Secretariat will make revisions to the document as appropriate. The NOAA Science Council will approve the final Terms of Reference.

Final version approved March 9, 2021

## References

<https://www.nopp.org/>

<https://www.nopp.org/about-nopp/subtitle-e/>

[NAO 216-111: Strategy, Execution, and Evaluation: NOAA's Performance Management System](#)

[NAO 216-115A: Research and Development in NOAA](#)