

Partnership Council Charter

PURPOSE

The purpose of the Partnership Council is to make decisions in a timely manner on partnership issues that require a high degree of integration, are highly visible or that require changes in Agency partnership policy or Agency-level affirmation of a proposed partnership strategy. The Partnership Council will help ensure Agency partnerships are aligned with internal and external guidance and policy and adjudicate partnership issues that cannot be resolved at lower levels. The Partnership Council will also consider improvements and streamlining initiatives to the Agency's partnership approval process.

APPLICABILITY/SCOPE

The scope and authority of the Partnership Council encompasses all Agency partnerships, including international partnerships. The scope and authority of the Partnership Council does not include classified interagency partnerships.

Proposed partnerships that meet the following criteria may result in Partnership Council review:

- a. Involve significant capability development, and/or have implications across the Agency and/or require substantial support from NASA including subsystem design/develop tasks.
- b. Are high visibility because of the: (1) importance to an agency's mission; (2) high development, operating, or maintenance costs; (3) high risk; (4) high return; or (5) significant role in the administration of an agency's programs, finances, property or other resources.
- c. Will be of significant interest to the Administration, Congress and the general public.

Any organization, through its Official-in-Charge, may request a review of a proposed partnership through the Deputy Administrator. The Deputy Administrator will determine whether the proposal requires Partnership Council review, should be referred to another Agency Council, can be decided solely by the Deputy Administrator or should be submitted through the regular partnership approval process. The Partnership Office of Primary Responsibility within the Mission Support Directorate will help implement the decisions of the Partnership Council through day-to-day operational work.

AUTHORITY

51 U.S.C. §20113, The National Aeronautics Space Act, as amended.

GOVERNING COUNCIL AFFILIATION

Executive Council

FUNCTIONS

The Partnership Council is responsible for:

- a. Assessing and recommending changes to the current Agency partnership approval process to ensure efficient and streamlined operations.
- b. Approving strategic direction on proposed partnerships meeting threshold criteria prior to formal or implied commitment to partners.
- c. Resolving specific partnership issues that cannot be resolved through lower-level partnership processes.

Decisions are final, within the scope of the Chair's authority. Appeals should be rare and based on extraordinary circumstances, such as omission of important facts from consideration by the Partnership Council in the decision process, rather than a disagreement with a particular outcome. Appeals should be submitted by the relevant Official-in-Charge and directed to the Director of Agency Council Staff with a concise description of the circumstances. The Director will confer with the Chair to determine if the circumstances warrant Council reconsideration. If an appealed decision is not reconsidered, the individual may use the Dissenting Opinion Process, as described in the Governance and Strategic Management Handbook, NPD 1000.0, to raise issues of significance warranting review by the Executive Council. The Director will notify the dissenting opinion submitter of the outcome of the appeal.

MEMBERSHIP

The Deputy Administrator chairs the Partnership Council. Council members are advisors to the Deputy Administrator as the Chair and decision authority.

The following officials serve as Partnership Council members and attend all meetings:

- a. Deputy Administrator (Chair).

- b. Chief of Staff.
- c. Deputy Associate Administrator.
- d. Senior Advisor to the Administrator for Policy and Strategy Implementation.
- e. Associate Administrator for International and Interagency Relations.
- f. Associate Administrator for Legislative and Intergovernmental Affairs.
- g. Associate Administrator for Communications.
- h. Associate Administrator for Aeronautics Research Mission Directorate.
- i. Associate Administrator for Human Exploration and Operations Mission Directorate.
- j. Associate Administrator for Science Mission Directorate.
- k. Associate Administrator for Space Technology Mission Directorate.
- l. Associate Administrator for Mission Support Directorate.
- m. Center Directors.
- n. Chief Financial Officer.
- o. General Counsel.
- p. Chief Scientist.
- q. Chief Technologist.
- r. Chief Engineer.
- s. Chief Safety and Mission Assurance.
- t. Chief Health and Medical Officer.

MEETINGS

The Partnership Council will meet as needed.

DURATION

The Council and charter will be reviewed and revalidated by the Executive Council annually.

ASSESSMENT

To support the annual reviews, the Chair will evaluate the effectiveness and timeliness of the Council in resolving partnership issues and report to the Executive Council.

RECORDS

The Office of Agency Council Staff is responsible for the maintenance of all records associated with the Partnership Council, including this charter.