

FDP Committee Structure, Scope, and Authority Guidelines

The following matrix depicts the FDP committee structure, scope, and authority. The descriptions and scope of responsibilities for each committee type can be found in the [Operating Guidelines](#). Last Updated: 2/11/2021

Committee Type	Co-Chair Composition and Assignment			Decision-Making Authority for Demonstrations	Current	
	Co-Chair Composition	Administrative Co-Chair	Faculty Co-Chair			Federal Co-Chairs
Executive Committee	1 Elected FDP Administrative Co-Chair and 1 Elected FDP Faculty Co-Chair	Elected by the Administrative rep membership for 3-year term (plus one optional 3-year re-election)	Elected by the Faculty rep membership for 3-year term (plus one optional 3-year re-election)	Senior federal official (versus “Co-Chair”) identified by the Federal Agency Members	Approve pilot projects and ongoing projects; approve surveys that are intended to be distributed more broadly than a Committee	N/A
Operational Committee – Finance and Infrastructure	1 Administrative representative; 1 Faculty representative (co-chair or liaison); 1 Federal representative (optional)	Identified by FDP Co-Chairs or Committee Co-Chairs and approved by Executive Committee for 3-year terms (Finance Committee Co-chairs are subject to reappointment in accordance with the FDP Foundation Bylaws)	Identified by FDP Co-Chairs or Committee Co-Chairs and approved by Executive Committee for 3-year term (subject to 1 consecutive reappointment)	Identified by FDP Co-Chairs or Committee Co-Chairs or federal agency representatives and approved by applicable federal agency, FDP Senior Federal Official, and Executive Committee	N/A	N/A
Operational Committee – Communications and Membership	1 Administrative representative; 1 Faculty representative (co-chair or liaison); 1 Federal representative (optional)	Identified by FDP Co-Chairs or Committee Co-Chairs and approved by Executive Committee for 3-year term (subject to 1 consecutive reappointment)	Identified by FDP Co-Chairs or Committee Co-Chairs and approved by Executive Committee for 3-year term (subject to 1 consecutive reappointment)	Identified by FDP Co-Chairs or Committee Co-Chairs or federal agency representatives and approved by applicable federal agency, FDP Senior Federal Official, and Executive Committee	N/A	N/A
Programmatic Committee (excluding Faculty)	1 Administrative representative; 1 Faculty representative; 1 Federal representative	Identified by FDP Co-Chairs or Committee Co-Chairs and approved by Executive Committee for 3-year term (subject to 1 consecutive reappointment)	Identified by FDP Co-Chairs or Committee Co-Chairs and approved by Executive Committee for 3-year term (subject to 1 consecutive reappointment)	Identified by FDP Co-Chairs or Committee Co-Chairs or federal agency representatives and approved by applicable federal agency, FDP Senior Federal Official, and Executive Committee	Assign or approve Demonstrations; notify Executive Committee of tool, guidance document, or survey; request Executive Committee approval of survey distributed more broadly than a Committee	<ul style="list-style-type: none"> • Electronic Research Administration • Emerging Research Institution • Financial/Audit/Costing Policy • Research Administration • Research Compliance
Programmatic Committee (Faculty)	2 Faculty representatives	N/A	Voted for 3-year term (subject to 1 consecutive reappointment)	N/A	Assign or approve Demonstrations; notify Executive Committee of tool, guidance document, or survey; request Executive Committee approval of	<ul style="list-style-type: none"> • Faculty



					survey distributed more broadly than a Committee	
Steering Committee	Oversight Committee Co-Chairs	N/A	N/A	N/A	N/A	• Faculty
Subcommittee	1 Administrative representative; 1 Faculty representative; 1 Federal representative	Co-Chair(s) identified by overseeing Operational or Programmatic Committee with notification to the Executive Committee for 3-year term (subject to reappointment)	Co-Chair(s) identified by overseeing Operational or Programmatic Committee with notification to the Executive Committee for 3-year term (subject to reappointment)	Co-Chair(s) identified by overseeing Operational or Programmatic Committee with notification to the Executive Committee for 3-year term (subject to reappointment)	Oversee topic area or Demonstration and report up to overseeing Operational or Programmatic Committee	See Organizational Structure
Working Group	Based on need	Co-Chair(s) identified by overseeing Operational or Programmatic Committee with notification to the Executive Committee	Co-Chair(s) identified by overseeing Operational or Programmatic Committee with notification to the Executive Committee for 3-year term (subject to reappointment)	Co-Chair(s) identified by overseeing Operational or Programmatic Committee with notification to the Executive Committee for 3-year term (subject to reappointment)	Oversee specific task or Demonstration and report up to overseeing Operational or Programmatic Committee	See Organizational Structure