

**National Science Foundation
Advisory Committee for Engineering
Subcommittee on the SBIR/STTR Program**

Subcommittee Charge

- 1. Subcommittee's Official Designation:** The National Science Foundation (NSF) Advisory Committee for Engineering, Subcommittee on the Small Business Innovation Research (SBIR)/Small Business Technology Transfer (STTR) Program (the Subcommittee).
- 2. Authority:** The Subcommittee is established in accordance with Section 13 of the charter for the NSF Advisory Committee for Engineering.
- 3. Objective and Scope of Activities:** The Subcommittee provides advice and recommendations concerning the NSF SBIR/STTR Program.
- 4. Description of Duties:** The Subcommittee shall review and provide advice on the operation of the NSF SBIR/STTR Program (the Program) within the Division of Industrial Innovation and Partnerships (IIP) of the Directorate for Engineering (ENG). In accordance with Section 13 of the charter for the NSF Advisory Committee for Engineering (the Committee), the Subcommittee shall report their recommendations and advice to the full Committee for deliberation and discussion. The Subcommittee may provide advice on the Program for technology focus areas, management, assessment, performance, plans, and other aspects of the Program. The Subcommittee may advise on the impact of overall NSF-wide policies on the Program.
- 5. Membership:** The Subcommittee shall have no more than 16 members appointed by the Division Director for the Division of Industrial Innovation and Partnerships with the concurrence of the Assistant Director for the Engineering Directorate. At least one member of the Subcommittee shall also be a member of the NSF Advisory Committee for Engineering. Subcommittee members shall be selected to provide balanced representation of small businesses, large businesses, investors, technology transfer organizations, economic development organizations, and universities (or other nonprofit research organizations). To the extent practicable, effort shall be made to achieve a diverse membership that includes individuals from underrepresented groups and different geographic regions. Each member shall normally serve a three-year term and may be reappointed. To provide continuity in the Subcommittee's membership, the initial appointments shall be staggered with an approximately equal number of members appointed for one-year terms, two-year terms, and three-year terms so that approximately one-third of the membership becomes eligible for reappointment each year.
- 6. Subcommittee Chair:** The Division Director for the Division of Industrial Innovation and Partnerships shall appoint the Subcommittee Chair with the

concurrence of the Assistant Director for the Engineering Directorate. The Subcommittee Chair shall be appointed to a two-year term.

- 7. Designated NSF Official:** The Division Director for the Division of Industrial Innovation and Partnerships (the Division Director for IIP) is the designated NSF official for the Subcommittee. The Division Director for IIP calls the Subcommittee meetings, prepares meeting agendas, and attends Subcommittee meetings.
- 8. Meetings:** The Subcommittee shall meet at least once per year.
- 9. Working Groups:** The Subcommittee may form Working Groups for any purpose consistent with this charge. Such Working Groups shall report their recommendations and advice to the full Subcommittee for deliberation and discussion.
- 10. Duration:** It is expected that the Subcommittee shall continue indefinitely; however, the NSF Advisory Committee for Engineering shall review the Subcommittee and its charge biennially.
- 11. Approval:** The NSF Advisory Committee for Engineering shall be required to approve the Subcommittee Charge, including any subsequent changes, upon the recommendation of the Subcommittee.
- 12. Minutes:** The Subcommittee shall maintain minutes of all meetings and provide those minutes to the NSF Advisory Committee for Engineering.