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DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

National Institutes of Health
Bethesda, Maryland 20892

www.nih.gov

NATIONAL INSTITUTES OF HEALTH PEER REVIEW ADVISORY COMMITTEE

(Formerly Center for Scientific Review Advisory Committee)

PURPOSE

The National Institutes of Health Peer Review Advisory Committee (PRAC, also referred to as Committee) provides technical and scientific advice to the Director, National Institutes of Health (NIH), the Deputy Director for Extramural Research, NIH, and the Director, Center for Scientific Review (CSR), on matters relating broadly to review procedures and policies for the evaluation of scientific and technical merit of applications for grants and awards.

AUTHORITY

42 U.S.C. 282 (b) (6), section 402 (b) (6) of the Public Health Service (PHS) Act, as amended. The PRAC is governed by the provisions of the Federal Advisory Committee Act, as amended (5 U.S.C. Appendix 2), which sets forth standards for the formation and use of advisory committees.

FUNCTION

The PRAC shall advise the Director, NIH and the Deputy Director for Extramural Research, NIH, concerning matters of policy and practice pertaining to monitoring of, coordination of, and evaluation of peer review at NIH. The PRAC shall also advise the Director, CSR, concerning matters of policy and practice relating to the receipt, referral, and peer review in CSR and the Directors of other NIH Institutes and Centers (ICs) concerning the scope and manner of operation of peer review within those ICs. The PRAC's recommendations and advice regarding CSR and IC specific matters shall be made to the Director, NIH and the Deputy Director for Extramural Research, NIH, and as appropriate to the Director, CSR, and/or to the subject NIH IC Director.

As needed, the PRAC shall seek advice from special consultants; assemble ad hoc working groups; and convene conferences, workshops, or other activities.

STRUCTURE

The PRAC shall consist of 16 members, including the co-Chairs, and the Director, CSR. The Director, NIH, may select the Director, CSR, and a senior staff member from one of the ICs to be the co-Chairs. Appointed members shall be selected from authorities who are knowledgeable in fields relevant to the peer review mission of NIH and have had experience with peer review. Members shall include experts such as physicians, basic and clinical investigators, and educators. In addition, members may include senior NIH staff members that are NIH stakeholders in peer review. The Deputy Director for Extramural Research, and the Director, NIH, will be ex officio members of the Committee. A quorum for the conduct of business by the Committee shall

consist of a majority of currently appointed members. A quorum for each subcommittee shall be three members. None of these members serve as representatives.

Members and the co-Chairs shall be invited to serve for overlapping terms of up to four years. Terms of more than two years are contingent upon renewal of the Committee's Charter by appropriate action prior to its expiration. A member may serve after the expiration of that member's term until a successor has been appointed.

As necessary, subcommittees may be established by the Executive Secretary or other designated Government official within the Committee's jurisdiction. The advice/recommendations of a subcommittee must be deliberated by the parent advisory committee. A subcommittee may not report directly to a Federal official unless there is statutory authority to do so.

A member of one subcommittee may serve as a voting member of other subcommittees when that member's expertise is required. However, that member shall not be counted in determining the presence of a quorum.

The Department Committee Management Officer shall be notified upon establishment of each standing subcommittee and shall be provided information on its name, membership, function, and estimated frequence of meetings.

The Director, CSR, will assign a full-time or permanent part-time HHS/NIH employee to serve as the Executive Secretary (also known as a Designated Federal Official or government official) of the Committee. Management and support services shall be provided by the Division of Management Services, CSR, and the Office of the Director, CSR.

MEETINGS

Meetings of the full Committee shall be held approximately three times a year at the call of the Executive Secretary or other designated Government official. A Government official shall give advance approval of the agenda and be present at all of the meetings of the Committee and its subcommittees.

Meetings shall be open to the public except as determined otherwise by the Secretary of Health and Human Services in accordance with subsection (c) section 552b of Title 5, U.S.C. Notice of all meetings shall be given to the public.

Meetings shall be conducted and records of the proceedings kept as required by applicable laws and Departmental policies.

COMPENSATION

Members shall be paid at the rate of $200 per day, plus per diem and travel expenses, as authorized by Section 5703, Title 5 U. S. C., as amended, for persons in the Government Service employed intermittently. Members who are officers or employees of the United States Government shall not receive compensation for service on the PRAC.

ANNUAL COST ESTIMATE

The estimated annual cost for operating the PRAC, including compensation and travel expenses for members, but excluding staff support, is $92,794. The estimate of annual person-years of staff support required is 0.3 at an estimated cost of $65,674.

REPORTS

In the event a portion of a meeting is closed to the public, as determined by the Secretary of Health and Human Services, in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c) and the Federal Advisory Committee Act, a report shall be prepared which shall contain, as a minimum, a list of members and their business addresses, the PRAC's functions, dates and places of meetings, and a summary of the PRAC's activities and recommendations made during the fiscal year. A copy of the report shall be provided to the Department Committee Management Officer.

TERMINATION DATE

Unless renewed by appropriate action prior to its expiration, the Charter for the PRAC will expire on March 31, 2009.

APPROVED:

2/2/7
Date

Director, NIH

DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

National Institutes of Health
Bethesda, Maryland 20892

www.nih.gov

NOTICE OF RENEWAL
NATIONAL INSTITUTES OF HEALTH
PEER REVIEW ADVISORY COMMITTEE

I determine that renewal of the Peer Review Advisory Committee beyond March 31, 2007, is in the public interest in connection with the performance of duties imposed on the National Institutes of Health by law, and that these duties can best be performed through the advice and counsel of such a group. The Committee is continued until March 31, 2009.

I further deem that it is not feasible for the National Institutes of Health or any of its existing committees to perform these duties, and that a satisfactory plan for appropriate balance of committee membership has been submitted.

FEB 0 2 2007

Date

Director, NIH

PROPOSED PLAN FOR APPROPRIATE BALANCE OF COMMITTEE MEMBERSHIP

The Peer Review Advisory Committee shall consist of 16 members, including two Co-Chairs, who are knowledgeable of the issues related to the Committee's function. They shall be selected from outstanding authorities in the fields of biological, medical, and behavioral research who have had extensive experience with peer review for scientific and technical merit.

The NIH shall give close attention to equitable geographic distribution and to ethnic and gender representation so long as the effectiveness of the Committee is not impaired.

Appointments shall be made without discrimination on the basis of age, ethnicity, gender, sexual orientation, disability, cultural, religious, or socioeconomic status.

DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of the Secretary

Washington, D.C. 20201

The Honorable Edward W. Kennedy
Chairman, Committee on Health, Education,
Labor and Pensions
United States Senate
Washington, DC 20510

Dear Mr. Chairman:

A copy of the charter for the following NIH advisory committee is enclosed for your committee file in accordance with Section 9(c) of Public Law 92-463:

NATIONAL INSTITUTES OF HEALTH PEER REVIEW ADVISORY COMMITTEE

The Act requires the Department to file a copy of the charter for each advisory committee it utilizes with the standing committee of the Senate and of the House of Representatives having legislative jurisdiction of the Department, and with the Library of Congress.

Sincerely,

Marie Absher
Political Personnel and
Advisory Committee Specialist, DCMO

Enclosure

DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of the Secretary

Washington, D.C. 20201

The Honorable John Dingell
Chairman, House Energy and Commerce Committee
House of Representatives
Washington, DC 20515

Dear Mr. Chairman:

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Sincerely,

Marie Absher
Political Personnel and
Advisory Committee Specialist, DCMO

Enclosure

DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of the Secretary

Washington, D.C. 20201

Library of Congress
Federal Advisory Committee Desk
Government Documents Section
101 Independence Avenue, SE
Washington, DC 20540-4174

Federal Advisory Committee Desk:

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