

**Department of Veterans Affairs
Charter of The
Cooperative Studies Scientific Evaluation Committee**

1. Committee's Official Designation. Cooperative Studies Scientific Evaluation Committee.

2. Authority. The Cooperative Studies Scientific Evaluation Committee (Committee) is established by directive of the Secretary of the Department of Veterans Affairs (VA) and operates under the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. Ch. 10.

3. Objectives and Scope of Activities. The Committee provides expert advice on VA cooperative studies, multi-site clinical research activities, and policies related to conducting and managing these efforts. Such advice is to ensure that new and ongoing activities are based on scientific merit, mission relevance, and quality, and are conducted efficiently, safely, and economically. The Committee does not consider grants, contracts, or other forms of extramural research for VA.

4. Description of Duties. The Committee reviews proposed and ongoing cooperative studies and multi-site clinical research activities (including clinical trials, epidemiological studies, and related efforts) and advises VA on scientific merit, feasibility, the adequacy of the plan of investigation, related activities and requested resources, technical details including the involvement of human subjects, and mission relevance. The Committee evaluates and discusses written materials supplied by the proponents of each project as part of its review process and may hold face-to-face discussions with proponents to further obtain additional information about proposals. Thereafter, the Committee deliberates on the projects and communicates its recommendations to the Chief Research and Development Officer (CRADO).

5. Official to Whom the Committee Reports. The Committee reports to the CRADO.

6. Support. Support for the Committee is provided by Office of Research and Development, Veterans Health Administration, VA.

7. Estimated Annual Operating Costs and Staff Years. The estimated annual cost for operating the Committee is \$35,000 and about 0.1 staff years. All members will receive travel expenses and a per diem allowance in accordance with the Federal Travel Regulation for any travel made in connection with their duties as members of the Committee.

8. Designated Federal Officer. The Designated Federal Officer (DFO), a full time VA employee, will approve the schedule of Committee and subcommittee meetings. The DFO or a designee will be present at all meetings, and each meeting will be conducted

Secretary of Veterans Affairs