

Women's Suffrage Centennial Commission

Charter

1. Committee's Official Designation. Women's Suffrage Centennial Commission ("Commission")

2. Authority. The Commission is a non-discretionary committee established by Congress under the authority of the Women's Suffrage Centennial Commission Act ("Act"), Pub. L. 115-31—APPENDIX C, 131 STAT. 842A-17 (May 5, 2017) and in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App.

3. Objectives and Scope of Activities. The Commission's objectives are to carry out Congressional intent to use the occasion of the centennial anniversary of the ratification of the 19th Amendment to the Constitution of the United States to provide suffrage for women

(1) to encourage, plan, develop, and execute programs, projects, and activities to commemorate the centennial of the passage and ratification of the 19th Amendment;

(2) to catalog and coordinate activities and programs developed by or with federal entities commemorating the passage and ratification of the 19th Amendment;

(3) to encourage private organizations and State and local governments to organize and participate in activities commemorating the centennial of the passage and ratification of the 19th Amendment;

(4) to facilitate and coordinate activities throughout the United States relating to the centennial of the passage and ratification of the 19th Amendment;

(5) to serve as a clearinghouse for the collection and dissemination of information about events and plans for the centennial of the passage and ratification of the 19th Amendment; and

(6) to develop recommendations for Congress and the President for commemorating the centennial of the passage and ratification of the 19th Amendment.

4. Description of Duties. As authorized by the Act, the Commission will provide advice on activities relating to the commemoration of the passage and ratification of the 19th Amendment, and plan activities and develop recommendations for Congress and the President for commemorating the centennial. The Commission also is authorized to award grants to States and the District of Columbia to support programs and activities related to commemorating the centennial.

5. Agency or Official to Whom the Committee Reports. The Commission is a legislative committee that does not report to any executive branch agency. It reports its activities directly to both Congress and the President in accordance with the Act.

6. Support. As an independent statutory Commission created by Congress, the Commission will support itself using funds appropriated in accordance with Sec. 8 of the Act. Upon the request of the Commission, GSA and or other federal agencies may provide administrative support to the Commission, on a reimbursable basis.

7. Estimated Annual Operating Costs and Staffing. Congress has appropriated \$3,000,000 for Commission salaries and expenses, to remain available until expended (in Pub. L. 115-31 and Pub. L. 115-141). Support from federal agencies is permitted on a reimbursable basis. The Commission may accept support from any legal source including from other federal entities that are permitted to provide such support.

The Commission estimates an annual budget of \$1,200,000 for fiscal year 2019, and \$1,500,000 for FY 2020, and \$300,000 for FY 2021 which includes both Commission administrative operating costs, and execution of commemorative events (including any grants to States or to the District of Columbia to support commemorative activities). It also anticipates a staffing requirement of up to 5 full-time-equivalent personnel.

8. Designated Federal Officer. The Designated Federal Official (DFO) is a full-time Federal staff employee. The DFO will approve or call all advisory committee and subcommittee meetings, prepare and approve all meeting agendas, attend all committee and subcommittee meetings, adjourn any meetings when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so.

9. Estimated Number and Frequency of Meetings. The initial meeting will be not later than 30 days after the date on which all members of the Commission have been appointed. At the call of the Chair (in consultation with the DFO), the Commission will meet at least once every 6 months.

10. Reports. (1) PERIODIC REPORT.—Not later than the last day of the 6-month period beginning on the date of enactment of the Act, and not later than the last day of each 3-month period thereafter, the Commission shall submit to Congress and the President a report on the activities and plans of the Commission.

(2) RECOMMENDATIONS.—Not later than 2 years after the date of the enactment of the Act, the Commission shall submit to Congress and the President a report containing specific recommendations for commemorating the centennial.

11. Duration and Termination. The Commission shall terminate 30 days after the date of completion of the activities under the Act honoring the centennial observation of the passage and ratification of the 19th Amendment, but not later than April 15, 2021. The Act specifically exempts the Commission from the two-year limit under FACA § 14(a)(2). See Pub. L. 115-31, Appendix C § 7(b)(2).

12. Membership and Designation. The Commission shall be composed of 14 members as designated in its enabling statute, Pub. L. 115-31 Appendix C.

- a) Two members shall be appointed by the President;
- b) Two members shall be appointed by the Speaker of the House of Representatives;
- c) Two members shall be appointed by the minority leader of the House of Representatives;
- d) Two members shall be appointed by the majority leader of the Senate;
- e) Two members shall be appointed by the minority leader of the Senate;
- f) One member shall be the Librarian of Congress, or the designee of the Librarian;
- g) One member shall be the Archivist of the United States, or the designee of the Archivist;
- h) One member shall be the Secretary of the Smithsonian Institution, or the designee of the Secretary; and
- i) One member shall be the Director of the National Park Service, or the designee of the Director.

A vacancy in the membership of the Commission shall not affect the powers of the Commission and shall be filled in the same manner as the original appointment not later than 30 days after the vacancy occurs.

The Commission shall select a Chair and Vice-Chair from among its members. Members will serve without compensation, but travel expenses will be allowed. Members will be appointed as either representative members or as Special Government Employees (SGEs) as appropriate. Ex Officio members who are federal employees will serve as Regular Government Employee (RGE) members.

13. Subcommittees. The Commission is authorized to create subcommittees as necessary to support the Commission's work.

14. Recordkeeping. The records of the Commission and any subcommittees shall be handled in accordance with the General Records Schedule 6.2. These records will be available for public inspection and copying subject to the Freedom of Information Act, 5 U.S.C. 552.

15. Filing Date. This charter was filed with Congress on October 29, 2018.