



Charter for Selection Committees

Selection Committee(s) of the Patient-Centered Outcomes Research Institute (PCORI) shall advise the Board of Governors and PCORI by reviewing individual awards or slates of awards proposed for funding by PCORI staff after the merit review process is completed. The Committee(s) will prepare funding recommendations to the Board of Governors for approval. Selection Committee(s) shall serve as advisory committee(s) and shall not exercise the powers of the Board.

It is expected that there will be one Standing Selection Committee charged with making recommendations on slates of awards that result from PCORI's funding announcements, including Broad PFAs, Targeted PFAs, and pragmatic clinical studies funding announcements. However, at any given time, due to the volume of award decisions or the timing of award cycles, the need for specialized expertise, special circumstances, or other factors, the Board Chairperson may appoint one or more additional ad-hoc member(s) to serve on the Standing Selection Committee or additional Special Selection Committees may be established other than the Standing Selection Committee.

This Charter establishes the framework for establishing the Standing Selection Committee and any additional Special Selection Committees (each, "a Selection Committee") as well as the responsibilities of any Selection Committee. Each Selection Committee shall operate consistently with this Charter.

Establishment of a Selection Committee and Membership

The Chairperson of the Board shall be charged with establishing any Selection Committee and appointing its members and the Chair (and a Vice-Chair if desired), in consultation with the Chair of the Science Oversight Committee and the Executive Director. The Chairperson of the Board shall inform the Board of the establishment of any Selection Committee.

A Selection Committee shall consist of at least three (3) members. Membership of a Selection Committee shall be composed of no more than ten (10) Board members and may include up to nine (9) members of the Methodology Committee. Board members of a Selection Committee shall constitute the majority of the Selection Committee's members. The members of a Selection Committee shall include the Chair and any Vice-Chair of the Selection Committee.

The Chair of the Science Oversight Committee may be one of the Standing Selection Committee members, but, if appointed, need not serve as the Standing Selection Committee Chair.

The Chair of the Standing Selection Committee shall serve a term of one (1) year and can serve as Chair for no more than four (4) consecutive terms. If a Vice-Chair for the Standing Selection Committee is appointed, the Vice-Chair shall serve a term of one (1) year and can serve no more than four (4) consecutive terms as Vice-Chair.

Standing Members of the Standing Selection Committee will serve a term of one (1) year and may be reappointed to any number of additional one-year terms by the Chairperson of the Board, in consultation with the Chair of the Science Oversight Committee and the Executive Director. Any ad-hoc members appointed to the Standing Selection Committee shall serve for such time as determined by the Chairperson of the Board, in consultation with the Chair of the Science Oversight Committee and the Executive Director.

The Chair, any Vice-Chair, and the members of a Special Selection Committee shall serve a term as determined by the Board Chairperson, in consultation with the Chair of the Science Oversight Committee and the Executive Director, taking into account the purpose of the Special Selection Committee.

Quorum and Voting

A quorum shall consist of a majority of the members of a Selection Committee. The act of a majority of the members present at a meeting at which a quorum is present shall be the act of a Selection Committee.

Selection Committee Operations

A Selection Committee shall meet upon the call of the Standing Selection Committee Chair, generally aligned with the timing of cycles and processes for merit review and selection of research funding applications, or upon the call of the Board Chairperson, provided that reasonable notice has been provided to all the Selection Committee members.

Meetings may be held in person, by teleconference, or by other electronic means that allow appropriate participation by all members present at the meeting. A Selection Committee shall be staffed by the Science program staff and by such other staff as the Chief Science Officer, with the counsel of the applicable Selection Committee, deems appropriate.

Selection Committee Responsibilities

A Selection Committee shall have responsibilities on the following matters, as well as any other responsibilities reasonably related to its purposes or assigned by the Chairperson of the Board or the Board of Governors:

- Advise the Board of Governors and PCORI by recommending slates of awards for Board approval, considering the following: scoring by merit review panels, scientific program staff recommendations, programmatic fit, portfolio balance, consistency with applicable funding announcement, possible duplication of previously funded research and/or methodological concerns, as appropriate; and,
- Operate consistently with applicable Conflict of Interest policies, procedures, and guidelines.

The Standing Selection Committee will annually review the Selection Committees Charter and the Selection Committee's performance and make appropriate recommendations to the Board.

History:

Approved by the PCORI Board of Governors July 29, 2014

Amended and approved by the PCORI Board of Governors December 7, 2015

Amended and approved by the PCORI Board of Governors June 19, 2018