

CHARTER OF THE U.S. SMALL BUSINESS ADMINISTRATION INTERAGENCY TASK FORCE ON VETERANS SMALL BUSINESS DEVELOPMENT

1. Committee's Official Designation (Title). Interagency Task Force on Veterans Small Business Development

2. Authority. The Interagency Task Force on Veterans Small Business Development (Task Force) was created by Section 102 of Title I of the "Military Reservist and Veteran Small Business Reauthorization and Opportunity Act of 2008," Public Law 110-186 (the "Act"), which directs the President to establish the Task Force. The President, in Executive Order 13540 of April 26, 2010, Interagency Task Force on Veterans Small Business Development ("E.O. 13540"), delegates the authority for establishment to the Administrator of the Small Business Administration (SBA). In addition, E.O. 13540 delegates the President's appointment authority to the Administrator. The Task Force is being established in accordance with the provisions of the Federal Advisory Committee Act ("FACA"), as amended, 5 U.S.C. 10.

3. Objectives and Scope of Activities. Pursuant to the Act, the Task Force is charged with coordinating the efforts of Federal agencies to improve capital, business development opportunities and pre-established Federal contracting goals for small business concerns owned and controlled by veterans and service-disabled veterans.

4. Description of Duties. The duties of the Task Force include the following:

1. Consult regularly with veterans service and military organizations in performing the duties of the Task Force; and
2. Coordinate administrative and regulatory activities and develop proposals relating to:
 - a. Improving capital access and capacity of small business concerns owned and controlled by veterans and service-disabled veterans through loans, surety bonding and franchising.
 - b. Ensure achievement of the pre-established Federal contracting goals for small business concerns owned and controlled by veterans and service-disabled veterans through expanded mentor-protégé assistance and matching such small business concerns with contracting opportunities.
 - c. Increasing the integrity of certifications of status as a small business concern owned and controlled by a veteran or service-disabled veteran;
 - d. Reducing paperwork and administrative burdens on veterans in accessing business development and entrepreneurship opportunities.
 - e. Increasing and improving training and counseling services provided to small business concerns owned and controlled by veterans; and
 - f. Making other improvements relating to the support for veterans business development by the Federal Government.

5. Agency or Official to Whom the Committee Reports. The Task Force will report to the President on the performance of its functions, including any proposals developed pursuant to section 4(2), not later than 30 days following the end of the fiscal year.

6. Support. All necessary administrative staff services, support, facilities, and expenses will, to the extent permitted by law and within existing appropriations, be furnished by the SBA, through its Office of Veterans Business Development.

7. Estimated Annual Operating Costs and Staff Years. SBA estimates the annual operating costs associated with supporting the Task Force's functions is \$75,000 per year, which includes the Government allowance for travel and per diem for Task Force members as well as Federal staff. An estimated one-half (.5) of a full-time equivalent is necessary to support the Task Force.

8. Designated Federal Officer. The Designated Federal Officer for the Task Force is the Deputy Associate Administrator, Office of Veterans Business Development. The DFO is a full-time employee who may call Task Force meetings on behalf of the SBA Administrator, prepare and approve meeting agendas, attend all Task Force and subcommittee meetings as appropriate and adjourn any meeting when the DFO determines adjournment to be in the public interest.

9. Estimated Number and Frequency of Meetings. The Task Force will meet at least 4 times per year at the call of the SBA Administrator (the Chairperson) or her designee. Each meeting of the full Task Force may be held in-person or via conference call, at the discretion of the SBA Administrator.

10. Duration. The need for this advisory function is continual; however, the Council Charter is subject to renewal every two years.

11. Termination. The Task Force will be terminated upon rescission of 15 U.S.C. 657b(c).

12. Membership and Designation. All members are Federal employees or representatives of a service or military organization. The Task Force is chaired by the SBA Administrator or designee and will consist of:

- a. a senior level representative, designated by the head of the respective department or agency, from each of the following:
 - 1) Department of Veterans Affairs;
 - 2) Department of Defense;
 - 3) Small Business Administration (in addition to the Administrator);
 - 4) Department of Labor;
 - 5) Department of Treasury;
 - 6) General Services Administration; and
 - 7) Office of Management and Budget
- b. four (4) representatives from veterans' service or military organization or associations as appointed by the SBA Administrator pursuant to E.O. 13540. These representatives will serve two year terms and may be re-appointed by the SBA Administrator.

13. Subcommittees. The Chair (who is the Administrator of the SBA or designee) of the Task Force is authorized to establish temporary, ad-hoc working groups in order to carry out its

duties. These working groups may meet as necessary and must report back to the Task Force. Working groups will not provide advice or work product directly to SBA or any other Federal agency.

14. Recordkeeping. The records of the Committee shall be handled in accordance with General Records Schedule 6.2 or other approved SBA records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552

15. Filing Date. January 26, 2024