



FACILITATE COMMITTEE CHARTER

Last Updated: 10/28/25

Goal 3: FLC provides an inclusive access point to connect federal labs and external partners.

Objectives:

Objective 1: Increase the number of federal labs actively engaged and participating with FLC partnering initiatives.

Objective 2: Enhance stakeholder experience to create opportunities for federal and non-federal stakeholders to collaborate.

Objective 3: Increase the number of external stakeholders engaged with FLC partnering initiatives.

Committee Chair: Paige George (DOD, Navy)	Subcommittees: None	Committee Members Meghan Sheehan (EPA) Sharon Soucek (DHHS, NIH) Kristine Moes (VA) Amanda Corbel (DHHS, NIH) Zarpheen Jinnah (HHS) Kimberly Minafra (NASA) Stephen Crutchfield (DOD, Navy) Jordan Mizerak (DOT, MIT) David Zimmerman (DOE, PPPL) Nicholas Velasquez (DOE, AFRL) Gabe Mounce (DOD, AF)
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Facilitate Operational Plan

Goal #3: FLC provides an inclusive access point to connect federal labs and external partners.

Objective 1: Increase the number of federal labs actively engaged and participating with FLC partnering initiatives.

	Activities/ Tactics	FLC Staff Responsibility	Others Responsible (EB, Committees, Subcommittees, Other Stakeholders)	Fiscal Resources	Timeline	New Equipment & Infrastructure	Measures of Success/ Indicators of Achievement
<i>Strategy #1: Upgrade dashboard to track annual engagers/engagements for lab participation In Progress</i>							
	Expand PowerBi dashboards to include new tools to identify lab participation.	Incorporate new Cadmium metrics into PowerBi dashboards	Facilitate Committee	Labor	Q2 2025	\$0	Expand dashboard and brief EB

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Strategy #2: Use focus group data to determine lab reasons to support FLC engagement. Complete							
	Examine results from Promote Focus Groups. Complete analysis and determine actions	Compile engagement results document and collaborate with Promote and Educate	This action will rely on Promote Focus group activities	Labor	Complete	\$0	Complete results analysis and action plan

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Strategy #3: Develop and implement strategy to expand lab engagement year over year. <i>In Progress</i>							
	Participate in conferences and events to create engagement opportunities with federal labs	Source conference and events from Facilitate Committee	Promote Committee, EB, Stakeholders	\$156k approved budget CA \$110k approved budget NIST	Plan Complete; Action On going	\$0	20% increase in engager and engagements annually
	Collaborate with Promote committee on marketing lab outreach programs	Provide Promote with events schedules and information	Promote Committee	Labor	Plan Complete; Action On going (Tech Marketplace, Digest changes, Events Digest, Lab Heat Map, Event Heat Map)	\$0	Promote analytics report to EB
	Move tools from pilot to full implementation	NIST solicitation, Facilitate create website access for members	Promote - website	NIST \$320K Labor	Q1 NIST issue solicitation Q2 Award Q2 Provide full access	NIST Award	Ongoing measure of usage

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Objective 2: Enhance stakeholder experience to create opportunities for federal and non-federal stakeholders to collaborate.

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Strategy #1: Align FLC engagements with national technology priorities. Complete

	Review OSTP & OMB R&D priority technologies annually	Review OSTP & OMB R&D technologies and stakeholder needs	Facilitate Committee	Labor	Plan Complete; Action On going	\$0	Report out to EB
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<i>Strategy #2: Implement user enhancements of FLC Business. In-progress</i>							
	Review facilities and equipment available via federal labs and enhance search capabilities	Collaborate with NSF/NCSES and RDI	Facilitate Committee, work group	Labor	Q4 2026	\$0	Integrate FLCB facilities and equipment updates
	Integrate with NIST Ecosystems Project	Facilitate committee	NIST, NTIS		Will update based on NIST/NTIS timeline		Successfully transfer data to NIST/NTIS
<i>Strategy #3: FLC Business current data of at least 90% of Federal Agencies. Complete</i>							
	Perform monthly data refresh	Run API sync, manual data, etc.		Labor	Plan Complete; Action On going	\$0	Monthly data refresh complete

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Strategy #4: Review policies, and practices to remove any barriers to participation. Complete							
	Annual review of partnership policy	Provide policy and facilitate review with committee	Facilitate Committee	Labor	Policy complete; Action On-going	\$0	If needed policy to EB for approval

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<i>Strategy #1: Leverage partner hosted events to increase external engagements. Complete</i>							
	Participate in conferences and events to create engagement opportunities with external stakeholders including: Technology-based events Regional ecosystem events Small Business development events	Source conference and events from Facilitate Committee	Promote	\$156k approved budget CA \$110k approved budget NIST	Policy complete; Action On-going	\$0	20% increase in engager and engagements annually
	Collaborate with Promote committee on marketing external hosted events	Provide promote with events schedules and information	Promote	Labor	Policy complete; Action On-going	\$0	20% increase in engager and engagements annually

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Strategy #2: Seek and leverage like-minded partners to expand engagement opportunities. Complete							
	Leverage current partnerships and events to network with organizations that share similar goals and values.	Collaborate with partners on technology focused and networking events.		Labor and Travel	Policy complete; Action On-going	\$0	20% increase in engager and engagements annually
	Identify new partnerships	Collaborate with partner		Labor	Policy complete; Action On-going	\$0	3 new partnerships annually
Strategy #3: Host virtual events.							
	Member Connect, Lab Showcase, Technology focused, National Business focused	Lead and organize virtual events		Labor	Policy complete; Action On-going	\$0	20% increase in engager and engagements annually