

Charter Steering Committee for the Watershed Boundary Dataset

I. Purpose of the Charter

This exhibit addresses the responsibilities for the coordination of publicly available [Watershed Boundary Data \(WBD\)](#) and related activities among federal agencies and interested parties. This exhibit establishes a mechanism to coordinate the acquisition, development, use, sharing, and dissemination of WBD financed in whole or in part by federal funds and where appropriate, non federal partners. The Charter defines the WBD Steering Committee, WBD Project Managers and WBD Technical Team.

II. Authority

Under the [Office of Management and Budget Circular A-16, revised 2002](#), responsibility to coordinate Watershed Boundary Data is assigned to the Department of Interior, USGS and USDA, NRCS. Government-wide leadership for WBD is carried out, in accordance with agency program needs, under the policy guidance and oversight of the [Subcommittee for Spatial Water Data \(SSWD\)](#), reporting to both the Federal Geographic Data Committee (FGDC) and the Advisory Committee for Water information (ACWI). The SSWD is responsible for establishing vision, direction, and program goals and oversees the WBD Steering Committee.

III. Lead Agency

USGS is the lead for the development of WBD and is the designated long term data steward. However, data development, WBD standards, the data generation process and data delivery is a collaborative partnership among member agencies of the WBD Steering Committee. As such, it is agreed that decisions impacting the data content and usability will be agreed to by the Steering Committee members.

IV. Organization

The WBD Steering Committee facilitates the development and availability of WBD data via standards, advanced technology and techniques, quality control, data access, and funding. The Committee promotes the adoption of standards by all partners in order to leverage available resources.

- Steering Committee – Open to any individual or group interested in the development and application of WBD data to support business needs. Committee is charged with 1) Coordinating resources among partner agencies, 2) Communicating unique business needs and interests to foster partnerships and ensuring implemented standards satisfy those needs 3) Defining broad communication structure among partners, WBD teams and SSWD. 4) Working with source of partner funds to identify funding criteria and distribution process (if appropriate). 5) Developing and communicating the WBD strategy which includes integration with other surface water datasets, training, standards development, funding needs, funding allocation, data archival, distribution, and update.
- Project Managers Team – Group provides project management support to the Regional Technical Specialists. Support includes scheduling resources and training, streamlining and

documenting process steps for WBD development, and communicating critical technical issues and recommendations to the Steering Committee for resolution. Group serves as main conduit between Technical Team and Steering Committee.

- Technical Team – Group works directly with staff at the state and local level engaged in data development. Members provide state level guidance in the development and review of data for purposes of certification. Members provide technical input to training materials and convey issues of significance to the Project Managers.

V. Membership

The Steering Committee shall consist of representatives of Federal agencies that collect, or finance WBD data as part of their mission or have direct program requirements for the data. Each member agency shall designate its representative, an alternate if necessary, and changes thereto, by memorandum from that agency to the Chair of the SSWD.

VI. Responsibility

Responsibilities of the Steering Committee include the following:

- A. Facilitate communication between agencies involved in developing and sharing WBD data.
- B. Collect and compile information on Federal agencies' WBD activities and business needs.
- C. In cooperation with the SSWD, define the extent and process by which data are to be integrated to support the surface water framework vision and ensure WBD supports that vision.
- D. Develop standards and specifications for WBD and assist in identifying priorities for WBD data collection, processing, and dissemination.
- E. Develop and adopt standards of content, format, accuracy, and currentness for use by Federal agencies and to encourage use by non-Federal organizations.
- F. Develop and maintain mechanisms to support project planning in order to maintain an online graphic status of WBD activities.
- G. Facilitate the economic and efficient application of WBD through the sharing of experiences involving applications and documenting best practices.
- H. Support higher-order or cross-cutting activities established or recognized by the FGDC in coordination with the SSWD.
- I. Ensure that the disposition of WBD is carried out in coordination with the appropriate data centers and the National Archives and Records Administration in order to provide for the preservation of historically valuable data.
- J. Work with cooperating entities to define data maintenance needs and appropriate technology for data refresh.
- K. Update and report WBD status to partner agencies on a quarterly basis.
- L. Work collaboratively with international standards bodies to enhance cross border data integration.

The following data are currently under the purview of the Committee: Watershed Boundary Data of the United States and its properties. The following data will not be the responsibility of the Steering Committee: data outside of the landward limit coastal zone, as defined in the Coastal Zone Management Act of 1972. The above list is considered to be flexible--other data can be added as seen fit.

VII. Procedures

Steering Committee members will communicate regularly by phone, email or in person regarding priorities and procedures to build the WBD, and development of a coordination strategy for selected regions of the country. Decisions shall be on the basis of consensus agreement. Where agreement is not reached, the issue will be referred to the SSWD for resolution. The Steering Committee Chairperson shall consult with the Chairperson of the SSWD to determine the need for further coordination prior to implementing decisions that impact the FGDC or its other subcommittees or working groups.

VIII. Coordinating Mechanisms

The WBD Steering Committee will employ tools best suited to meeting its responsibilities, such as national user forums, annual requirements solicitations, on-line status reporting, user surveys and analyses, user workshops, research initiatives, and cooperative ventures and innovative technologies. The Steering Committee may establish additional sub-groups, rules and procedures for conducting business as needed.

IX. Subgroups

The Committee may create work groups or task groups, or technical implementation teams, as appropriate to carry out its activities and meet its responsibilities. Participation in these groups may be drawn from its member organizations and from other Federal agencies, as appropriate.

X. Reports

The Committee shall report to the SSWD at a frequency determined by the group, however a status will be provided yearly to support the reporting needs of the FGDC.

The chairperson shall submit reports of meetings, decisions and recommendations to the SSWD

XI. Termination

The WBD Steering Committee shall remain in existence until terminated by the SSWD.

