

National Aeronautics and Space Administration

Office of the Administrator
Mary W. Jackson NASA Headquarters
Washington, DC 20546-0001



NPI 1000.97

November 28, 2023

TO: Officials-in-Charge and Center Directors

FROM: Associate Administrator

SUBJECT: NASA 2040 Structure Decision A: Reporting Structure for Agency's Programs

As NASA's programs gain technical and organizational complexity, it is increasingly important to provide clear lines of accountability over program performance. Programmatic authority, responsibility, and funding are derived and flow from the Mission Directorate Associate Administrator (MDAA). As such, management reporting structures need direct alignment between the Program Managers, operating at a NASA Center, and the Mission Directorate sponsoring their program.

After a thorough analysis by the NASA 2040 Structures Team, and following discussion and feedback from the Officials-in-Charge (OICs), effective immediately, all Category 1 Program Managers will report directly to a senior leader in a Mission Directorate.¹ A senior leader within the Mission Directorate is defined as the MDAA, or a Program Director or Deputy Associate Administrator, who reports directly to the MDAA. This direct line of authority to the MDAA, and subsequently the Agency Associate Administrator (AA), will improve clarity in roles and responsibilities. It is anticipated that this reporting structure will result in expedited decision-making on matters such as use of reserves, schedule adjustments, contractor award fee, etc.

Note that for non-category 1 programs, the MDAA has the authority to delegate program manager reporting, as appropriate, within the Mission Directorate, or to Center leadership.

MDAAs will work directly with their affected Centers to implement this decision appropriately. Within 60 days of this decision memo, each Mission Directorate will provide a response plan to the AA, to include details on impacted positions, roles and responsibilities, and subsequent governance changes.

¹ Category 1 programs are defined in NPR 7120.5F — "Programs or projects are considered Category 1 if their life cycle cost is > \$2B, includes significant radioactive material, or involves human space flight."

As new programs are established under this approach, the NASA leadership will continue to communicate regarding assignments, implementation, and expectations.

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Concurrence:

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James M. Free
Associate Administrator for
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(Date)