

**FEDERAL DEMONSTRATION PARTNERSHIP PHASE V AGREEMENT-  
Participating Institution or Organization**

**PARTIES TO THE AGREEMENT**

National Science Foundation (NSF), National Institutes of Health (NIH), Office of Naval Research (ONR), Department of Agriculture (USDA), Air Force Office of Scientific Research (AFOSR), Army Research Office (ARO), Army Medical Research & Materiel Command (USAMRMC), National Aeronautics & Space Command (NASA), Environmental Protection Agency (EPA), and the institutions, state systems and emerging research institutions listed on the FDP web site as members in Phase V.

Name of Participating Institution or Organization: \_\_\_\_\_

**PURPOSE**

The purpose of this agreement is to promote increased research productivity in the conduct of Federally supported research and education, provide for enhanced stewardship under Federally supported programs and achieve reductions in administrative burden and costs associated with sponsored research and education.

**PARTICIPATION CONDITIONS**

The participating Federal grant-making agencies agree to:

1. Use the Government-wide core set of administrative terms and conditions for research and research-related awards as announced in the Federal Register on Friday, January 25, 2008 (73FR4563).
2. Designate both an administrative and program representative to the FDP, and where possible, a technical representative.
3. Provide the FDP with updates on agency policies and programs at each FDP meeting.
4. Use the FDP as the primary focus for tests and demonstrations of reengineered processes and systems for the support of research.
5. Actively participate in regular FDP committee meetings, and new or ongoing FDP demonstrations and pilots. Federal agencies shall provide a report to the FDP membership at least every two years describing their efforts to reengineer and streamline processes that affect the grantee community.
6. Provide funding toward the operating costs of FDP.

The participating institution (not emerging institution) or organization agrees to:

1. Establish and maintain management and administrative procedures and systems that comply with the standards and requirements of the Federal government for administering federal awards for research. Institutions must not be debarred from doing business with the Federal government.
2. Appoint a faculty representative (and alternate, if desired) and a research administration representative, and encourage the involvement of technical staff who support research administration systems in appropriate FDP activities.
3. Participate actively, at institutional expense, in regular FDP committee and task force meetings, ad hoc working groups, and new or ongoing FDP demonstrations and pilots. Failure to attend two consecutive regularly scheduled FDP committee meetings or to participate in FDP activities will be grounds for termination of membership.
4. Pay an annual membership fee as established by the Finance Committee.
5. Continue efforts to reengineer and streamline internal processes and to maintain effective stewardship of federal support.
6. Report bi-annually on their participation in task forces, standing committees, pilot projects and demonstrations during Phase V and their efforts on campus to streamline processes.

The participating emerging research institution agrees to:

1. Establish and maintain management and administrative procedures and systems that comply with the standards and requirements of the Federal government for administering federal awards for research. Institutions must not be debarred from doing business with the Federal government.
2. Appoint a faculty representative (and alternate, if desired) and a research administration representative, and encourage the involvement of technical staff who support research administration systems in appropriate FDP activities.
3. Participate actively, at institutional expense, in regular FDP committee and task force meetings, ad hoc working groups, and new or ongoing FDP demonstrations and pilots. Failure to attend two consecutive regularly scheduled FDP committee meetings or to participate in FDP activities will be grounds for termination of membership.
4. Continue efforts to reengineer and streamline internal processes and to maintain effective stewardship of federal support.
5. Report bi-annually on their participation in task forces, standing committees, pilot projects and demonstrations during Phase V and their efforts on campus to streamline processes.

## **TERMS AND CONDITIONS**

Each participating agency is required to use the Government-wide core set of administrative terms and conditions for research and research-related awards. The agency also may include special conditions in their awards on a project-by-project basis, as necessary. All parties must remain open to the opportunity for special terms and conditions in accordance with FDP pilot projects.

## **ORGANIZATION**

The FDP will be organized generally as set forth in the section entitled "ORGANIZATIONAL STRUCTURE" in the FDP Phase V Solicitation as provided on the FDP web page <http://thefdp.org/>. The parties may agree, however, to new or modified organizational arrangements during the course of this Agreement.

## **DURATION AND TERMINATION**

This Agreement will remain in effect through September 30, 2014, unless terminated by mutual agreement or by action of the Executive Committee of the FDP. However, it also may be terminated by any of the Federal agencies (so far as such termination relates to the agency's participation) or by the institution or organization with at least 30 days notice to each of the parties. The expiration or termination of any participating agency in this Agreement will not affect the applicability of the terms and conditions used in any awards made prior to the expiration or termination of the agreement. Additional Federal agencies or research institutions may be added as Parties to this agreement with the approval of the FDP Executive Committee. FDP participants will be notified if this occurs.

Emerging Research institution?      YES       NO

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_