

**OFFICE OF NAVAL RESEARCH
FEDERAL DEMONSTRATION PARTNERSHIP (FDP) IV
AGENCY SPECIFIC REQUIREMENTS
(OCTOBER 2002)**

Office of Naval Research Home Page www.onr.navy.mil
DoDGARS Part 32 <http://web.fie.com/cws/sra/resource.htm>
Forms <http://www.onr.navy.mil/02/024/forms>
Administering Grant Offices <http://www.onr.navy.mil/02/024/offices.htm>
OMB Circulars <http://www.whitehouse.gov/WH/EOP/OMB/html/circular.html>

The Office of Naval Research (ONR) Federal Demonstration Partnership (FDP) IV Agency Specific Requirements of October 2002 are applicable to all new and renewal awards effective on or after 1 October 2002.

(Symposia grants to those covered by FDP Phase IV recipients will be issued award instruments containing ONR Educational and Non-Profit Institutions Symposium Grant Terms and Conditions dated October 1999.)

Article 1. Awards Covered by FDP T&Cs

Research grants to FDP members. The FDP T&Cs do not apply to cooperative agreements, contracts and other transactions.

Article 2. Prior Approval Requirements not Included in the General T&Cs.

Notwithstanding Article Number 25.(c)(2)(i) of the FDP III General Terms and Conditions, prior written approval is required to extend the period of performance, without additional funds, beyond the expiration date of this grant. The Administrative Grant Officer (AGO) at the Administrative Office in Block 23.a. of the Award/Modification document has authority to approve no funds extension requests meeting all of the following parameters:

- (a) a one-time basis only; and
- (b) for a period not to exceed 90 days; and
- (c) where \$50,000.00 or less of obligated funds remain to be expended.

In other cases, where a request is outside of one or more of the above parameters, a no funds extension can only be approved with the concurrence of the Technical Representative cited in Block 21.a. of the Award/Modification document. For any no funds extension to be effective, a written grant modification must be issued and signed by the AGO at the Administrative Office in Block 23.a. of the Award/Modification document or the Awarding Office in Block 22 of the Award/Modification document.

Article 3. Unallowable Direct Costs Aside from Those in A-21/A-122

None

Article 4. Contact Information for Technical Matters

Questions regarding technical matters should be referred to the Technical Representative cited in Block 21.a. of the grant.

Article 5. Contact Information for Administrative Matters

Questions regarding administrative matters should be referred to the Administrative Grants Officer (AGO) at the Administrative Office cited in Block 23.a. of the grant.

Article 6. Contact Information for Intellectual Property Matters

Questions regarding intellectual property matters should be referred to the ONR Patent Office cited in Block 26.a. of the grant.

Article 7. Revised Budget Requirements

ONR does not require standard budget forms. Revised budgets, when required, may be submitted in the recipient's format.

Article 8. Technical Reporting

- (a) Technical reporting requirements are cited in Block 31 of the Award/Modification.
- (b) If reports are requested in Block 31 of the Award/Modification, the Grantee shall submit the performance results within ninety (90) days after the end date of the Grant.
- (c) The Grantee shall include a completed "Report Documentation Page" Standard Form (SF) 298 as the last page of the performance results prepared under this Grant. The form and instructions are available on the Office of Naval Research Home Page at <http://www.onr.navy.mil/02/024/forms>. However, Block 12.a. of the SF 298 should be completed with the following distribution/availability statement: "Approved for Public Release; Distribution is Unlimited." If the Grantee does not agree with that distribution/availability, the Grantee should contact the cognizant AGO at the Administrative Office in Block 23.a. of the Award/Modification document.

Article 9. Financial Reporting

Financial reporting requirements are cited in Block 31 of the grant.

Article 10. Incremental Funding Actions

No additional documentation is required to trigger an increment. However, recipients should note that low expenditure rates reported on payment requests might be cause for deferral of future funding increments.

ONR AGENCY SPECIFIC REQUIREMENTS

ARTICLES

11. Payments

- 12. The Need for Additional Federal Funding**
- 13. Equipment**
- 14. Supplies**
- 15. Termination**
- 16. Enforcement**
- 17. Overpayments**
- 18. Collection of Amounts Due**

ARTICLES WITH NO FDP REFERENCE

- 19. Option to Renew**
- 20. Amendment of the Grant**

ARTICLE

- 11. Payments - Forms and instructions available at <http://www.onr.navy.mil/02/024/forms>
REFERENCE: FDP ARTICLE 22**

- (a) If the Grantee participates in the ONR EDI/EFT STARS Electronic Payment System (SEPS) bill paying network, the Grantee shall submit an electronic request for payment to the AGO at the Administrative Office in Block 23.a. of the Award/Modification using the ONR EDI/EFT SEPS bill paying network. All payments shall be made by fund transfers in accordance with information contained in the Automated Clearing House (ACH) Vendor/Miscellaneous Payment Enrollment Form (SF 3881) recorded under the EDI/EFT Vendor Number in Block 13.c. of the Award/Modification document.

OR

- (b) If the Grantee does not participate in the ONR EDI/EFT STARS Electronic Payment System (SEPS) bill paying network, payment requests hereunder shall be submitted by the Grantee using the SF 270. The signed SF 270 shall be faxed to the AGO at the Administrative Office in Block 23.a. of the Award/Modification document for certification and transmittal to the disbursing office.

- 12. The Need for Additional Federal Funding**
REFERENCE: FDP ARTICLE 25, SECTION (b)(3)

The Government's financial obligation is limited to the amount shown as "Total Obligated on Award," Block 16 of the Award/Modification document.

- 13. Equipment**
REFERENCE: FDP ARTICLE 34

Title to all equipment purchased or fabricated with ONR basic research funds or recipient cost sharing funds, as direct costs of the project or program, shall unconditionally vest in the recipient upon acquisition without further obligation to the Federal Government unless other conditions are imposed in the award.

- 14. Supplies**
REFERENCE: FDP ARTICLE 35

Notwithstanding FDP Article Number 35(a), title to supplies and other expendable property shall vest in the recipient providing the residual inventory of unused supplies does not exceed \$5,000 in total aggregate value upon termination or completion of the project or program. If the value of residual supplies exceeds \$5,000, the provisions of OMB Circular A-110 Section 35 apply.

15. Termination

REFERENCE: FDP ARTICLE 61

In case of a partial or full termination by the recipient, the recipient shall provide the required written termination notice to the ONR Grants Officer and AGO at least 30 calendar days prior to the effective date of termination.

16. Enforcement

REFERENCE: FDP ARTICLE 62

The recipient shall submit claims arising out of or relating to this grant in writing to the ONR Grants Officer or AGO, as appropriate, and shall specify the nature and basis for the relief requested and include all data that supports the claim. The recipient and ONR Grants Officer/AGO shall attempt to resolve all issues at the ONR Grants Officer/AGO level.

17. Overpayments

REFERENCE: FDP ARTICLE 71

Within ninety (90) days after the end date of the Grant, any overpayment of funds provided by the Grant shall be remitted to the Office of Naval Research AGO at the Administrative Office in Block 23.a. of the Award/Modification document, by check made payable to the Office of Naval Research.

18. Collection of Amounts Due

REFERENCE: FDP ARTICLE 73

In absence of mutual agreement between the recipient and ONR, the ONR Grants Officer/AGO shall make a determination regarding any recipient indebtedness and submit a written notice of such a decision to the recipient. Within 30 calendar days of the ONR Grants Officer's/AGO's determination, the recipient shall either pay the amount owed or inform the ONR Grants Officer/AGO of the recipient's intent to appeal the determination. If the recipient elects not to appeal, any amounts not paid within 30 calendar days of the ONR Grants Officer's/AGO's determination will be considered a delinquent debt. The recipient and ONR Grants Officer/AGO shall attempt to resolve all issues at the ONR Grants Officer/AGO level.

ARTICLES WITH NO FDP REFERENCE

19. Option to Renew

If an option is indicated in Block 30 of the Award/Modification document, the Government may require the continuation of the research as detailed in Block 15 of the Award/Modification document. The option must be exercised by a modification to the Grant.

20. Amendment of the Grant

Requests by the Grantee to amend a grant must be in writing to the AGO at the Administrative Office cited in Block 23.a. of the grant. Such requests only become official when incorporated by modification

issued by an AGO or ONR Grants Officer.