

**ARS CSREES ERS NASS**

*Bulletin*

**Title:** Change in Approval Requirement of Dollar  
Threshold for Incoming Agreements

**Number:** 07-304

**Date:** May 3, 2007      **Expiration:** May 2, 2008

**Originating Office:** Financial Management Division, ARS/AFM

**Distribution:** ARS, Headquarters, Areas, and Locations

This Bulletin establishes new dollar  
thresholds for National Program Staff  
approval of incoming agreements.

# 1. Background and Policy

ARS accepts incoming funds from outside sources for performing research-related or support services through Reimbursable and Trust Fund Cooperative Agreements. Currently, National Program Staff (NPS) approval is required for agreements valued at or above \$25,000.

In an effort to streamline ARS business processes, the dollar threshold for the approval requirement by NPS for incoming agreements (Reimbursable and Trust Fund Cooperative Agreements) has been increased.

This bulletin does not apply to Cooperative Research and Development Agreements (CRADAs).

# 2. Purpose

The purpose of this bulletin is to publish the increase of the approval requirement for incoming agreements. The dollar threshold is increased from \$25,000 to \$50,000. Reimbursable and Trust Fund Cooperative Agreements between \$0 and \$49,999 will no longer require NPS approval and may be approved by the Area Director. Agreements \$50,000 and over requires approval from NPS. Agreements under \$50,000 approved by the Area Director which are subsequently modified to increase the funding level to \$50,000 or greater must be submitted to NPS for approval.

All responsibilities remain the same and shall be followed in accordance with the P&P 324.0, ARS Reimbursable and Trust Fund Agreements and 321.1, Acceptance of Non-Appropriated Funds to Conduct Research or Perform Services.

This change is effective immediately and will be incorporated into the future revision of the P&P 324.0. Upon release of the P&P, this bulletin will be rescinded.

/s/

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Director  
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