

USGS DELEGATIONS OF AUTHORITY TO ENTER INTO AGREEMENTS AND TO ACCEPT CONTRIBUTIONS		
AUTHORITY	AUTHORITY DELEGATED TO <i>(THESE AUTHORITIES MAY NOT BE REDELEGATED UNLESS SPECIFIED IN THE DELEGATION)</i> :	DOCUMENTATION REQUIRED/REMARKS
<p>A. Approve Agreements for Cooperative Work with States, Counties, Municipalities, and other Governmental Subdivisions</p> <p>A-1. Approve Standard Joint Funding Agreement (JFA) using Form 1366 (without change)</p> <p>A-2. Approve Non-Standard JFA</p> <p>A-3. Approve the following Non-Standard JFA Exceptions:</p> <p style="padding-left: 40px;">(a) Non-Standard JFA where the only change to the Form 1366 is a statement on maintaining a drug free workplace; on abiding by Federal non-discrimination laws; or that the U. S. Geological Survey (USGS) may not subcontract the work to another party without the prior consent of the cooperator in writing.</p> <p style="padding-left: 40px;">(b) Non-Standard JFA in following years with a cooperator if the initial JFA with that cooperator came through the review process and has been approved and signed by a manager in A-2 above</p>	<p>Office Chiefs reporting to the Director/Deputy Director and managers and supervisors who report directly to a Senior Executive Service (SES) Manager¹</p> <p>Chief Scientists (discipline); Regional Executives; Deputy Chief, Office of Administrative Policy and Services (APS); and the Geographic Information Officer</p> <p>Office Chiefs reporting to the Director/Deputy Director and managers and supervisors who report directly to an SES Manager</p>	<p>Use of the Form 1366 is encouraged.</p> <p>Review and approval for signature by the Office of Policy and Analysis (located in APS) is required.</p> <p>Changes to the scope of work, amount of money, and or period of performance are authorized. Otherwise the agreement with the cooperator should remain the same as that initially approved. The delegatee is responsible for ensuring that changes made are authorized.</p>

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<p>B. Approve agreements to perform work for Non-Federal Organizations [31 U.S.C. 9701 and Office of Management and Budget Circular A-25]</p> <p>B-1. less than or equal to \$100,000</p> <p>B-2. more than \$100,000</p>	<p>Office Chiefs reporting to the Director/Deputy Director and managers and supervisors who report directly to an SES Manager; and the following WRD managers and supervisors—Chief, National Water Quality Lab; Chief, Hydrologic Instrumentation Facility; Chief, Branch of Geophysics; Chief, Branch of Cartography and Publishing Program; and Chief, Yucca Mountain.</p> <p>Chief Scientists (discipline); Regional Executives; Deputy Chief, APS; and the Geographic Information Officer</p>	<p>See Survey Manual (SM) 500.2.</p> <p>This delegation does not apply to cooperative agreements with States, Counties, Municipalities, and other Government Subdivisions, regardless of whether or not the USGS provides matching funds. (See section A. above.)</p> <p>The USGS Checklist for Reimbursable Agreements must be completed and a copy must be maintained with the approved agreement.</p> <p>The USGS Checklist for Reimbursable Agreements must be completed and a copy must be maintained with the approved agreement.</p>
<p>C. Approve agreements to perform work for Other Federal Agencies</p>	<p>Office Chiefs reporting to the Director/Deputy Director and managers and supervisors who report directly to an SES Manager; and the following WRD managers and supervisors—Chief, National Water Quality Lab; Chief, Hydrologic Instrumentation Facility; Chief, Branch of Geophysics; Chief, Branch of Cartography and Publishing Program; and Chief, Yucca Mountain.</p>	<p>See SM 500.3.</p> <p>The USGS Checklist for Reimbursable Agreements must be completed and a copy must be maintained with the approved agreement.</p>
<p>D. Approve Interagency Agreements involving an outflow of funds from the USGS to another Federal agency</p>	<p>This delegation remains in SM 205.4 Procurement delegations</p>	<p>See SM 205.4E-1 and 405.7.</p>

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<p>E. Approve Cooperative Research and Development Agreements (CRADA) [15 U.S.C. 3710a and 43 U.S.C. 36c]</p>	<p>Associate Directors, including the Geographic Information Officer (GIO); Regional Directors; and the Chief, APS</p>	<p>See SM 500.20</p> <p>A CRADA, as defined in 15 U.S.C. 3710a, is an agreement between one or more Federal laboratories and one or more non-Federal parties under which the Government, through its laboratories, provides personnel, services, facilities, equipment, intellectual property, or other resources with or without reimbursement (but not funds to non-Federal parties); and the non-Federal parties provide funds, personnel, services, facilities, equipment, intellectual property, or other resources toward the conduct of specified research or development efforts, which are consistent with the missions of the laboratory, except that such term does not include a procurement contract or cooperative agreement as those terms are used in Sections 6303, 6304, and 6305 of Title 31. Property and equipment provided under the CRADA shall be provided in accordance with established USGS Property Management policies and procedures.</p> <p>Review by the Business Development Office (located in Mapping), National Center, is required.</p>

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<p>F. Approve International Agreements (Section 607(a) of the Foreign Assistance Act (FAA) (22 U.S.C. 2357)</p> <p>F-1. Sign international memorandum of understanding, memorandum of cooperation, Protocol, and Exchange of Letter.</p> <p>F-2. Sign project annex, project annex amendment, statement of intent, memorandum of agreement, technical assistance, agreement in principal, project implementation plan, and letter of agreement, <i>the scope of which deals with more than one USGS discipline.</i></p> <p>F-3. Sign a project annex, project annex amendment, statement of intent, memorandum of agreement, technical assistance, agreement in principal, project implementation plan and letter of agreement, <i>limited to a single discipline.</i></p>	<p>Director</p> <p>Associate Director for Geology</p> <p>Associate Director for that discipline</p>	<p>USGS International Programs Office is responsible for coordinating the review of all proposed USGS international agreements with a friendly country or an international organization prior to signature.</p>

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<p>G. Approve Acceptance of Contributions</p> <p>G-1. Acceptance of contributions from public and private sources—includes lands, buildings, equipment, money, other contributions [43 U.S.C. 36c and 16 U.S.C. 742f(b)]</p> <p style="padding-left: 40px;">(a) money and personal property of \$5,000 or less</p> <p style="padding-left: 40px;">(b) money and personal property of \$50,000 or less</p> <p style="padding-left: 40px;">(c) money and personal property exceeding \$50,000, and all other contributions received under this authority</p> <p>G-2. Acceptance of contributions for official travel costs for meetings or similar functions [31 USC 1353]</p>	<p style="padding-left: 40px;">Center Directors and Team and District Chiefs</p> <p style="padding-left: 40px;">Regional Executives and Chief Scientists (discipline)</p> <p style="padding-left: 40px;">Associate Directors, including the GIO; Regional Directors; and the Chief Financial Officer and Deputy Chief Financial Officer</p> <p style="padding-left: 40px;">Officials with delegated authority to approve travel authorizations.</p>	<p>See SM 500.19. All contribution offers should be documented on the Contribution Report Form (Appendix A, Form 9-3089). Copy of signed form should be sent to the Office of Budget.</p> <p>SM 500.19 will be revised to reflect this delegation change.</p> <p>Consultation and coordination with the Business Development Office (located in Mapping), National Center, is required</p> <p>Funds can be accepted from non-Federal sources to pay for travel costs for official travel if the travel is for the purpose of attending a meeting, conference, workshop, seminar, or similar event related to an employee’s duties and responsibilities. Funds cannot be accepted to carry out the Bureau’s regulatory and statutory functions, such as field or site visits. A Form DI-2000, Report of Payment Accepted from a Non-Federal Source must be completed, approved by the Ethics Office, and submitted with the employee’s travel authorization.</p>

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G-3. Acceptance of contributions, awards, or payments, in connection with non-government training. [Department of the Interior Human Resources Handbook]	Authority delegated in SM 205.1 Personnel Management, Appendix B, I-7	

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- ⁱ Office Chiefs who report to the Director/Deputy Director and managers and supervisors who report directly to an SES manager include:
- Chiefs of Offices such as Budget, Communications, Administrative Policy and Services (APS), and Human Resources (vacant)
 - Regional and Associate Directors, including the Geographic Information Officer
 - Chief Scientists (the four discipline Chief Scientists)
 - Regional Executives
 - Program Managers
 - APS Office Chiefs
 - Managers and supervisors who report to the GIO
 - Center Directors and Team and District Chiefs