

Amendment to a Fish and Wildlife Service Manual Chapter

Series: Finance
Part 264: Cost Recovery and Reimbursable Agreements
264 FW 2: Reimbursable and Intergovernmental Agreements – Policies and Procedures
Amendment Number: 1
Purpose: This amendment puts more emphasis on documenting Independent Government Cost Estimates and clarifies that the program is charged when there is a difference between a project's funded amount and actual costs.

Actions:

1. Under section 2.6, change the following:

FROM:

A. We must estimate the direct costs associated with completing the work the paying entity wants us to perform.

B. Once we identify direct costs, we apply the appropriate cost recovery rate to determine the total estimated cost of the project (see 264 FW 1, Exhibit 4).

C. You can use FWS Form 3-2377, Independent Government Cost Estimate as a tool for developing an independent cost estimate. We may use other methods for developing cost estimates as long as we document the methodology and include it in the reimbursable agreement files.

TO:

A. We must estimate and document the direct costs associated with completing the work the paying entity wants us to perform.

B. You can use FWS Form 3-2377, Independent Government Cost Estimate, as a tool for developing and documenting an independent cost estimate. We may use other methods for developing cost estimates as long as we document the methodology and include it in the reimbursable agreement files.

C. Once we identify direct costs, we apply the appropriate cost recovery rate to determine the total estimated cost of the project (see 264 FW 1, Exhibit 4).

2. Under section 2.7, change the last sentence:

FROM:

This should never happen, but if it does, the difference between the project's funded amount and actual costs are taken out of a program's appropriated funds.

TO:

This should never happen, but if it does, the difference between the project's funded amount and actual costs are charged to a program's appropriated funds.

/sgd/ James W. Kurth
DEPUTY DIRECTOR

Date: January 22, 2016