

Agricultural Research Service  
Agreements Information Management System  
Statement of Work

Agreement Number: 58-19XX-X-XXXN  
Cooperator:

Amendment No.: 00

Control No.:

**OBJECTIVE:**

*Populates from AD 416/417*

**APPROACH:**

*Populates from AD 416/417*

**STATEMENT OF MUTUAL INTEREST:**

*(Identify independent and mutual interest in the project)*

Both Parties of this Agreement are involved with independent research on \_\_\_\_\_ . The Parties agree that meeting the objectives of this project will serve to strengthen and enhance the research programs of both entities by furthering the understanding of \_\_\_\_\_. It is the intention of the Parties that the research work shall affirm their mutual interest in cooperative research programs and exchanges and shall be for their mutual benefit and the benefit of the people of the United States. This NFCA supports research conducted under the following National Program(s): NP(*enter number*)/(*type title*)

**THE COOPERATOR AGREES TO:**

1. Work with ARS in planning and conducting the research outlined herein.
2. To be responsible and accountable for the performance and conduct of all Cooperator employees assigned to the project. ARS does not have authority to supervise Cooperator employees nor engage in the employer/employee relationship of the Cooperator.
3. thru X. Insert the University/Cooperator part of the research project here. There is no limit on the number of research related items that can be entered.
- x. Work closely with ARS to prepare findings for publication in peer-reviewed journals and presentations at meetings and/or commodity groups.
- x. Provide a brief (1 page, single-spaced) summary report no later than June 1<sup>st</sup> of each year addressing the following:
  - a) A comparison of actual accomplishments with the goals and objectives established for the period and the findings of the investigators.
  - b) Reasons why established goals were not met, if appropriate.
  - c) Other pertinent information.
- x. Unless otherwise specified in the Agreement, the Final Performance Report shall be due from the Cooperator Principal Investigator 90 calendar days following the expiration, completion, or termination date of the Agreement.
- x. Submit copies of all publications resulting from the research conducted under this cooperative agreement to the ARS ADODR. The publications will be entered into the ARS publication database for cooperative agreement research accountability purposes and to facilitate data distribution and sharing via the world-wide web. The publication information

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entered into the ARS publication database will be accessible to the public through the ARS web site(s), including the name of the Cooperator's Principal Investigator and affiliation.

x. Text Messaging.

**ARS AGREES TO:**

1. Work with the Cooperator in planning and conducting the research outlined herein.
  2. ARS employees are prohibited from engaging in matters related to the Cooperator's employer/employee relations such as personnel, performance and time management issues. The Cooperator is solely responsible for the administrative supervision of its employees.
  3. thru X. *Insert the ARS part of the research project here. There is no limit on the number of research related items that can be entered.*
- x. Make personnel, specialized equipment, and working space available to the project as required and mutually agreed upon. All such equipment will remain the property of ARS subject to its disposition.
- x. Work closely with the Cooperator to prepare findings for publication in peer-reviewed journals and presentations at meetings and/or commodity groups.
- x. Obtain the annual and final Performance Reports from the Cooperator's Principal Investigator.
- x. Obtain copies of all publications resulting from the research conducted under this cooperative agreement from the Cooperator's Principal Investigator to facilitate data distribution and sharing via the world-wide web. The ADODR will:
- a) Enter the publications into the ARS publication database (ARIS system) for research accountability purposes for the subject agreement, which will apply to the ARS Project and Accession Number assigned to this cooperative agreement. The publication(s) will be withheld from the ARS web site until the actual publication date.
  - b) Assure the publication information is complete, including the Title, Authors and Affiliations, Journal or Equivalent name, Publication Date and Citation information (including applicable Volume and Page numbers, DOI (Digital Object Identifier) information, and journal URL and/or Reprint URL addresses).

**MUTUAL AGREEMENTS:**

*AIMS will automatically populate the following paragraphs in this section of the SOW.*

1. See applicable Provisions on the website:  
<http://www.afm.ars.usda.gov/agreements/partnership.htm> .
2. Correspondence and documentation submitted by the Cooperator to the ADODR in reference to this agreement should cite Agreement No. *(will automatically populate no.)*

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3. Copies of all correspondence should be forwarded to the ADO at:

USDA, AGRICULTURAL RESEARCH SERVICE  
NAA GRANTS & AGREEMENTS OFFICE  
600 EAST MERMAID LANE  
WYNDMOOR PA 19038

***The following additional terms and conditions can be typed in this section if relevant – if not relevant, then do not use.***

4. Work performed under this agreement will be done in ARS and University facilities. The Cooperator's personnel are authorized to work in ARS facilities and laboratories pursuant to the Rules of the Workplace listed in 7 CFR Part 550, Section 550.35. All Cooperator personnel working on this project in ARS facilities shall complete ARS mandated safety training and complete an Emergency Contact Form, which will be kept in the Location's agreement file, when utilizing ARS facilities in (insert the City, State).

5. The Cooperator's personnel will conduct work during normal business hours, but on occasion may need access to USDA-ARS facilities during non-business hours.

6. The Cooperator's personnel are NOT authorized to operate government owned vehicles. The Cooperator's personnel are authorized to be passengers/riders in motor vehicles owned and operated by USDA-ARS personnel.

7. ARS and the Cooperator will work closely to assure the publications resulting from the research conducted under this cooperative agreement are submitted to the ARS ADODR.

8. The Cooperator may provide contributed travel for trips of mutual benefit to USDA-ARS and the Cooperator, but only if the trip is in direct support of the ARS Unit's mission and that USDA-ARS line management approval is obtained.