



**Appendix A**  
**Survey Manual Chapter 205.13**

USGS DELEGATIONS OF AUTHORITY TO ENTER INTO AGREEMENTS AND TO ACCEPT CONTRIBUTIONS		
AUTHORITY	AUTHORITY DELEGATED TO <i><u>(THESE AUTHORITIES MAY NOT BE REDELEGATED UNLESS SPECIFIED IN THE DELEGATION)</u></i>	DOCUMENTATION REQUIRED/REMARKS
<b>A. Approve Agreements for work with States, Counties, Municipalities, and other Governmental Subdivisions; U.S. Territories; Native American Tribal Governments; DC Government [43 U.S.C. 50]</b>		Use of the Form 9-1366 is encouraged.  The USGS Checklist for Reimbursable Agreements must be completed and a copy must be maintained with the approved agreement.
<b>A-1.</b> Approve Standard Joint Funding Agreement (JFA) using Form 9-1366 (without change)	Office Chiefs (see Note at bottom of the last page for these positions) reporting to the Director/Deputy Director and Managers and Supervisors who report directly to Senior Executive Service (SES) Managers	
<b>A-2.</b> Approve Non-Standard JFA	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	Review and approval by the Office of Policy and Analysis is required prior to signing the agreement.
<b>A-3.</b> Approve the following Non-Standard JFA Exceptions: <b>(a)</b> Non-Standard JFA where the only change to the Form 9-1366 is a statement on maintaining a drug free workplace; on abiding by Federal non-discrimination laws; or that the USGS may not contract the work to another party without the prior consent of the Cooperator in writing. <b>(b)</b> Non-Standard JFA in following years with a Cooperator if the initial JFA with that Cooperator had been reviewed by the Office of Policy and Analysis. 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.	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	OPA recommends the center submit Non-Standard JFAs that were approved for use more than 2 years ago to ensure the agreement is still legally sufficient and compliant with updated bureau policies.

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<b>B. Intergovernmental Cooperation Act Agreements (not for use with U.S. Territories, Native American Tribal Governments) [31 U.S.C. § 6505]</b>		See Survey Manual Chapter (SMC) 500.27, Intergovernmental Cooperation Act Agreements with State and Local Units of Government and Figure 27-1, Intergovernmental Cooperation Act Agreement Template.  The USGS Checklist for Reimbursable Agreements must be completed and a copy must be maintained with the approved agreement.
<b>B-1.</b> Approve Intergovernmental Cooperation Act Agreements using the USGS template (without change)	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	
<b>B-2.</b> Approve Intergovernmental Cooperation Act Agreements using terms and conditions other than those provided in the USGS template	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	Review and approval by the Office of Policy and Analysis is required prior to signing the agreement.
<b>C. Approve agreements to perform work for Other Federal Agencies; See SMC 500.3</b>	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	See SMC 500.3.  The USGS Checklist for Reimbursable Agreements must be completed and a copy must be maintained with the approved agreement.
<b>D. Approve Collaborative Agreements with States, Counties, Municipalities, educational institutions, private entities, and non-profit organizations; [43 U.S.C. 36c]</b>	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	The USGS Checklist for Reimbursable Agreements must be completed and a copy must be maintained with the approved agreement.  Collaborative Agreements with private

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		entities, non-profits, and academic organizations require a Conflict of Interest (COI) form signed by the PI(s). If certain conditions are met, the agreement will require a review by the Ethics Office (use Form 9-3142).
<b>D-1.</b> Approve Standard Collaborative Agreement	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	See the FOP Handbook for guidance on what constitutes a Standard Collaborative Agreement.
<b>D-2.</b> Approve Non-Standard Collaborative Agreement using terms and conditions other than those provided in the USGS template	Office Chiefs reporting to the Director/Deputy Director and managers and supervisors who report directly to SES Managers	Review and approval by the Office of Policy and Analysis is required prior to signing the non-standard Collaborative Agreements.
<b>E. Approve Interagency Agreements involving an outflow of funds from the USGS to another Federal agency; See SMC 205.4 and SMC 405.7</b>	This delegation remains in SMC 205.4, Procurement.	See SMC 205.4 and SMC 405.7.

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<b>F. Approve Technology Transfer Agreements [15 U.S.C. 3710a and 43 U.S.C. 36c]</b>		See SMC 500.20 and FOP Chapter 4.  The USGS Checklist for Reimbursable Agreements must be completed and a copy must be maintained with the approved agreement.  Cooperative Research and Development Agreements (CRADA), Technical Assistance Agreements (TAA), and Facility Use/Service Agreements (FUSAs) with private entities, non-profits, and academic organizations require a Conflict of Interest (COI) form signed by the PI(s). If certain conditions are met, the agreement will require a review by the Ethics Office (use Form 9-3142).
<b>F-1.</b> Cooperative Research and Development Agreements (CRADA)	Associate Directors; Regional Directors	Review and approval by the Office of Policy and Analysis is required prior to signing the agreement.
<b>F-2.</b> Technical Assistance Agreements	Office Chiefs reporting to the Director/Deputy Director and managers and supervisors who report directly to SES Managers	Review and approval by the Office of Policy and Analysis is required prior to signing the agreement.
<b>F-3(a).</b> Standard Facility Use/Service Agreement	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	If the collaborator is an international or foreign-controlled entity, review and approval by the Office of Policy and Analysis is required prior to signing the agreement.
<b>F-3(b).</b> Non-Standard Facility Use/Service Agreement	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	Review and approval by the Office of Policy and Analysis is required prior to signing the agreement.

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<b>F-4.</b> Material Transfer	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	Review and approval by the Office of Policy and Analysis is required prior to signing the agreement.
<b>G. Approve International Agreements under the Foreign Assistance Act (FAA) [22 U.S.C. 2357]</b>		The Office of International Programs is responsible for coordinating the review of all proposed USGS international agreements with a friendly country or an international organization prior to signature.
<b>G-1.</b> Sign international memorandum of understanding, memorandum of cooperation, protocol, and Exchange of Letter	Director	
<b>G-2.</b> Sign project annex, project annex amendment, statement of intent, memorandum of agreement, technical assistance, agreement in principal, project implementation plan, and letter of agreement (the scope of which deals with more than one USGS mission area)	Deputy Director or Director, Office of International Programs	
<b>G-3.</b> Sign project annex, project annex amendment, statement of intent, memorandum of agreement, technical assistance, agreement in principal, project implementation plan and letter of agreement (limited to a single mission area)	Director, Office of International Programs or Associate Director for a mission area	
<b>H. Approve Acceptance of Contributions</b>		All contribution offers must be documented on the Contribution Report Form (Form 9-3089). See SMC 500.19.
<b>H-1(a).</b> 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)] Money and personal property of \$5,000 or less	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	



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<b>H-1(b).</b> 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)] for money and personal property of \$50,000 or less	Deputy Regional Directors and Deputy Associate Directors	
<b>H-1(c).</b> 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)] for Money and personal property exceeding \$50,000, and all other contributions received under this authority	Associate Directors and Regional Directors	Consultation and coordination with the Ethics Office
<b>H-2.</b> Acceptance of contributions for official travel costs for meetings or similar functions [31 U.S.C. 1353]	Officials with delegated authority to approve travel authorizations	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. 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.
<b>H-3.</b> Acceptance of contributions, awards, or payments, in connection with non-Government training [205 DM 2.1B]	Authority delegated in SMC 205.1, Personnel Management, Appendix B, I-7	



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<b>I. Approve Domestic Memorandum of Understanding (MOU)</b>		
		See SMC 500.26, Domestic MOU.
<b>I-1(a).</b> Domestic MOUs that address activities that cross mission areas	Director	
<b>I-1(b).</b> Domestic MOUs that address an intent to work with a sovereign Indian Nation	Director	
<b>I-2.</b> Mission-specific Domestic MOUs of national significance	Associate Directors	
<b>I-3.</b> Domestic MOUs specific to assigned geographic areas of responsibility	Regional Directors	
<b>I-4.</b> Domestic MOUs specific to a Science or Cost Center	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	
<b>J. Interagency Personnel Details under the Intergovernmental Personnel Act</b>		
	Authority delegated in SMC 205.1, Personnel Management, Appendix B, B-33	
<b>K. Approve Federal Energy Regulatory Commission (FERC) Agreements with non-governmental customers (private utilities) (USGS Annual Appropriations Act); States, Counties, Municipalities, Tribal Governments, and U.S. Territories [43 U.S.C. 50 and 43 U.S.C. 50b]; with USGS [Economy Act and 43 U.S.C. 36c]</b>		
		See the FOP for FERC agreement template.  The USGS Checklist for Reimbursable Agreements must be completed and a copy must be maintained with the approved agreement.
<b>K-1.</b> Approve Standard FERC Agreement	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	



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<b>K-2.</b> Approve Non-Standard FERC Agreement	Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers	Review and approval by the Office of Policy and Analysis is required prior to signing the agreement for K-2.

**Note:**

Office Chiefs reporting to the Director/Deputy Director and Managers and Supervisors who report directly to SES Managers include positions such as:

- (A) Associate Directors and Regional Directors
- (B) Deputy Associate Directors and Deputy Regional Directors
- (C) Chief, Office of Diversity and Equal Opportunity; Director, Office of International Programs
- (D) Science Center Directors
- (E) Office of Administration (OA) Office Chiefs