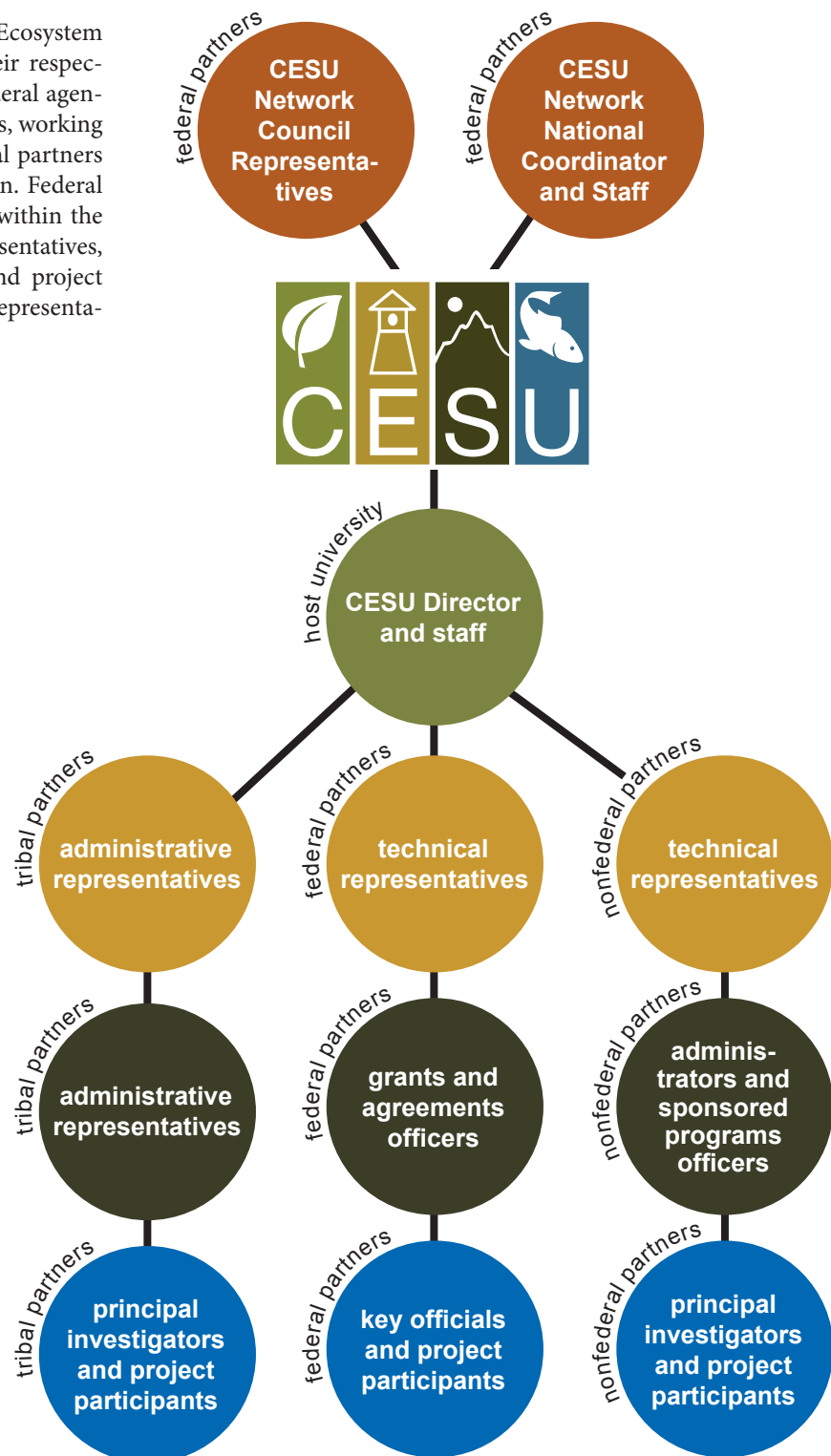


Fact Sheet: Federal Partner Roles and Responsibilities

Federal agencies participate in Cooperative Ecosystem Studies Units (CESU) within the scope of their respective missions and administrative structure. Federal agencies are substantially involved in CESU activities, working closely with host universities and/or nonfederal partners on research, technical assistance, and education. Federal partners have many roles and responsibilities within the CESU Network including CESU technical representatives, administrative representatives, key officials and project participants, and CESU Network Council Representatives.



Federal Technical Representatives (“Federal Managers Committee”)

Each agency designates a representative to each of the CESUs of which they are a member. Some agencies, like the U.S. Fish and Wildlife Service and the National Park Service, assign one or more persons from each of their regions. Other agencies, like the Department of Defense (Installations and Environment) and Natural Resources Conservation Service, assign one person nationally to serve all of the Units. Federal managers committee members:



Communicate with the CESU Director, other partner institutions and federal agencies, and the CESU Network National Office about CESU activities

- participate in CESU meetings
- every five years, oversee the evaluation and renewal process
- review and vote upon potential non-federal partners
- actively contribute to CESU strategic plan and annual reports

Promote, build awareness and generate support for the CESU Network within the agency

- assist with identifying priority science and other research needs that could be met by CESU projects
- communicate with their agency’s Council representatives
- help develop and facilitate CESU projects including soliciting, reviewing and writing research proposals as appropriate, reviewing work plans and budgets, and assuring substantial federal involvement
- support the federal agency’s administrative representative in coordinating CESU project agreements as needed
- disseminate CESU information and research results

Federal Key Official/Project Managers and Project Participants

CESU projects are financial assistance, not grants, and therefore require federal key officials and project participants to remain substantially involved throughout the project. Key officials should:

- develop projects with tribes and non-federal partners
- work with agency technical and administrative representatives to ensure compliance with federal grants and agreements regulations and policies
- substantially participate in the project
- report results widely



Federal Administrative Representatives (Grants and Agreements Officers)

Administrative representatives provide guidance on bureau and institution policies as they relate to CESU activities. Some agencies, such as the Army Corps of Engineers, centralize processing of all CESU awards across the seventeen Units. Other agencies, such as the Bureau of Land Management, use regional financial assistance offices. Grants and Agreements officers:



Review and help prepare cooperative/task agreements for awards in accordance with bureau policy and each CESU Cooperative and Joint Venture Agreement (also known as a “Master Cooperative Agreement”)

- manage the individual CESU project cooperative agreement awards on behalf of a designated grants officer/specialist, as necessary;
- provide support to CESU Technical Representatives and Key Officials on CESU awards

Respond to requests for from the CESU Network Council, CESU Director, or the CESU Network National Office

- when requested, provide agency project information
- review and sign the CESU Cooperative and Joint Venture Agreements and Amendments

CESU Network Council Representative Responsibilities

Each participating federal agency assigns a CESU Network Council Representative and Alternate, as appropriate. The Council meets twice a year. Council member responsibilities include:

- serve as the official liaison between the CESU Network and the member’s agency
- establish, maintain, and revise CESU Network policies and procedures
- approve the addition of new federal agencies into the CESU Network
- select host universities for new CESUs, evaluate existing CESUs, and approve renewal of CESU agreements
- develop and support CESU Network initiatives
- appoint and evaluate the CESU Network National Coordinator
- form working groups to assist the Council
- conduct additional activities appropriate to the Council

