

FSIS ASSISTANCE AWARD/AMENDMENT

1. ASSISTANCE INSTRUMENT <input checked="" type="checkbox"/> COOPERATIVE AGREEMENT <input type="checkbox"/> GRANT		2. TYPE OF ACTION <input checked="" type="checkbox"/> AWARD <input type="checkbox"/> AMENDMENT	
3. INSTRUMENT NUMBER FSIS-C-14-2018	4. AMENDMENT NUMBER	5. EFFECTIVE DATE 09/30/2018	6. CONTROL NUMBER
7. RECIPIENT NAME AND ADDRESS State of Missouri 920 Wildwood Dr. P.O. Box 570 Jefferson City, MO 65102-0570		8. ISSUING ADMINISTRATION OFFICE USDA, FSIS, OM, OAS Mail Drop 5230 5601 Sunnyside Ave. Beltsville, MD 20705	
9. RECIPIENT PROJECT MANAGER Alan Schaffer		10. PROJECT OFFICER Dr. Robert Phillips	
11. ARRANGEMENT <input checked="" type="checkbox"/> COST REIMBURSEMENT <input type="checkbox"/> OTHER	12. PAYMENT METHOD <input checked="" type="checkbox"/> ELECTRONIC FUNDS TRANSFER	13. PAYMENT OFFICE USDA, FSIS, OA, FMD 5601 Sunnyside Ave. Beltsville, MD 20705	
14. ASSISTANCE AMOUNT PREVIOUS AMOUNT _____ AMOUNT THIS ACTION <u>\$228,000.00</u> TOTAL AMOUNT <u>\$228,000.00</u>		15. ACCOUNTING AND APPROPRIATION DATA FM20BA8	

16. DESCRIPTION OF PROJECT
This is a Non-Assistance Cooperative Agreement. This Agreement includes:

1) FSIS Articles
2) General Provision

* Initial expenditure of funds by the cooperator constitutes acceptance of the award.

REMARKS: Basic Audit Requirements:
Under the Uniform Guidance at 2 CFR 200, Subpart F, as USDA implemented under 2 CFR 400, recipients that expend \$750,000 or more in a year in Federal funds must have an independent auditor perform a single or program-specific audit for that year.

17. RECIPIENT REQUIREMENT
 RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO THE ISSUING ADMIN OFFICE IN BLOCK 8.
 RECIPIENT IS NOT REQUIRED TO SIGN THIS DOCUMENT.

18. RECIPIENT (Type name and title) Tonya B. Loucks DIRECTOR DIVISION OF ADMINISTRATION		19. ASSISTANCE OFFICER (Type name and title) Madonna Montgomery, Contracting Officer	
20. SIGNATURE OF RECIPIENT 	DATE SEP 27 2018	21. SIGNATURE OF ASSISTANCE OFFICER 	DATE 9/18/18

General Provisions

U.S. Department of Agriculture (USDA) Cooperative Agreement (CA)

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1. Definitions

The following terms shall have the meaning set forth below:

- a. *Agency* – The Food Safety and Inspection Service (FSIS).
- b. *Cooperative Agreement Specialist (CAS)* – Any person authorized to enter into, administer, and terminate awards.
- c. *Cost Sharing* - Participation by the Cooperator in the cost of meeting their responsibilities under this Cooperative Agreement.
- d. *Cooperative Agreement (CA)* - An authorized contractual arrangement between the Agency and the Cooperator whereby both parties agree to carry out agricultural marketing programs, to carry out programs to protect the Nation's animal and plant resources, or to carry out educational programs or special studies to improve the safety of the Nation's food supply.
- e. *Cooperator* – The party or parties, other than the Agency, that is part of this CA.
- f. *Project Officer (PO)* - The Agency employee, acting within the scope of delegated authority, who is responsible for participating with the Cooperator in the accomplishment of this CA's objectives and monitoring and evaluating the Cooperator's performance.
- g. *Principal Investigator (PI)* - The Cooperator's employee who is responsible for conducting the effort of the Cooperator in the accomplishment of this CA's objectives.
- h. *OMB* - Office of Management and Budget.
- i. *FAR* - Federal Acquisition Regulations.

2. Key Personnel

Written approval of the CAS is required to change the PI or to continue the research, education, or information work, without the participation of the PI, for a period in excess of three continuous months. A substantial reduction of the effort devoted to the work by the PI requires written approval of the CAS.

The PI shall obtain prior written approval of the CAS before changing the objectives of this CA, as stated in the CA, or the phenomenon or phenomena under study.

3. Subawards and Subcontracting

No contract, subcontract, grant, or other arrangement shall be made with any other party for performing all or any portion of this project, except for articles, supplies, equipment, and services which are both necessary for and merely incidental to the work required under the CA without prior written approval of the CAS.

4. Travel

- a. Travel may only be performed to provide direct benefit to the research, information, or education project being supported by this CA.
- b. Travel costs are limited to the extent provided by formal Cooperative travel policy. If the Cooperator has no formal travel policy, Agency travel regulations shall be applied in determining the amount of travel chargeable to this CA.
- c. Surface travel or less than first-class air accommodations shall be used where and when available for travel charged to this CA.
- d. United States flag air carriers must be used for foreign travel.
- e. Prior CAS written approval is required for travel outside the United States, its possessions, its territories, and Canada.
- f. Prior CAS written approval is required for personnel relocation.

5. Questionnaires and Survey Plans

The provisions of Title 5 of the Code of Federal Regulations, CFR, Part 1320 (5 CFR 1320), apply if this CA involves the collection of information from the public.

6. Advertising

Manufacturers, distributors, or other persons whose product has been approved by USDA for industry or other public use in connection with this CA are prohibited from use of Agency documents, or reference thereto, in their advertising literature or in any other way that indicates endorsement of the product by the USDA.

7. Allowable Costs

- a. Payment up to the amount specified in this CA shall be made only for allowable, allocable, reasonable, and necessary cost in accordance with the Uniformed Guidance at 2 CFR 200, Subpart E, as USDA implemented under 2 CFR 400 in effect on the date of the award.
- b. Prior written CAS approval is required for:
 - o Special-purpose equipment costing \$5,000 or more per item; purchase of general-purpose equipment, e.g., office machines and furnishings, air conditioning, reproduction or printing apparatus, motor vehicles, or automatic data processing equipment, in accordance with the Uniform Guidance at 2 CFR 200, Subpart E, §200.439 as USDA implemented under 2 CFR 400;

- Printing and binding as set forth in the Government Printing and Binding Regulations; and,
- Production, purchase, presentation, or distribution of audiovisual materials.

8. Disbursing Funds

Federal employees are prohibited from receiving funds of or disbursing funds of the Cooperator.

9. Standards of Work

- a. The Cooperator agrees that the performance of work or services pursuant to this CA shall conform to high professional standards.
- b. The Cooperator certifies that it is in a position to undertake, perform, and complete this CA and will diligently perform and carry out its responsibilities.

10. Budget M

Report any modifications of the budget and program activities as outlined in the original application. Written prior approval is necessary for:

- a. Extension of budget and or project period.
- b. Change in scope of work or objectives of the project (even if the budget does not change).
- c. Change in the Project Director (PD) or Principle Investigator (PI) or other key personnel specified in the grant application.
- d. Absence for more than 3 months or 25% reduction in time devoted to the project by the PD, or PI.
- e. Foreign Travel
- f. Transfer of Training Funds
- g. Same rules apply to sub-grantees

11. Reports of Work

The Cooperator is responsible for monitoring and reporting upon performance to the PO with copies to the CAS as follows:

- a. *Program Progress Reports (PPR)*. Unless otherwise specified in this CA, the PPR, in electronic form, are due semi-annually 30 days after the 2nd and 4th quarter after the anniversary date of the award. Subsequent reports are due quarterly thereafter during any extension thereof. Such reports are to include:
 - A summary of progress, including a comparison of actual accomplishments with goal(s) established for the time period being covered and the reasons for slippage if the objectives are not met;

- An outline of any problems encountered or the occurrence of unusual or favorable developments during the period; and
 - A brief summary of work to be accomplished during the ensuing period.
- b. ***Final Report.*** Unless otherwise specified in this CA, the final PPR shall be due 90 calendar days following the expiration date of this CA. This report is to include appropriate identifying data and the following information:
- A description of all work results, conclusions, and, if any, recommendation;
 - Titles of theses or dissertations resulting, if any;
 - Names of scientific or other collaborators connected with the project, including students (show title or status, e.g., associate professor, graduate student);
 - Other deliverables as given in this CA;
 - Copies of copyrighted or copyrightable materials including computer software;
 - A description of inventions resulting from the work and a statement of status concerning any protections sought;
 - A copy of any publications resulting from this CA; and,
 - Signature of PI and date.
- c. ***Significant Developments.*** Events may occur between scheduled PPR dates which significantly impact the overall effort. Therefore, the Cooperator shall promptly notify the PO when the following conditions or situations surface:
1. Unanticipated delays or adverse conditions, which threaten to materially impair its ability to meet the prime objective(s) of this CA. This disclosure is to include a statement of any action taken or contemplated and any assistance needed to resolve the problem(s); or
 2. Favorable developments which are expected to enable it to meet established schedules or goals sooner or at less cost than anticipated or may produce more beneficial results than originally planned.

12. Examination of Records by the Comptroller General or the Inspector General

- a. The Cooperator agrees that the Comptroller General of the United States or the USDA's Inspector General or any of their duly authorized representatives shall, until expiration of three years after final payment under the CA, have access to and the right to

examine any directly pertinent books, documents, papers, and records of the recipient involving transactions under this CA.

- b. ~~This requirement shall be passed through to lower tier subcontractors or subawards exceeding \$10,000 in value.~~
- c. This requirement is not applicable to foreign Cooperators.

13. Title to Equipment

As authorized by 7 USC 3318, title to expendable and nonexpendable equipment, supplies, and other tangible personal property purchased under this CA shall vest in the Cooperator from date of acquisition unless otherwise stated in this CA.

14. Equipment Management Requirements

The Cooperator's procedures for managing equipment purchased with Agency funds are to meet the following requirement: Property records are to be accurate and up-to-date; property is to be properly maintained in good working order; and, property is to be insured.

15. Officials Not to Benefit

No member of or delegate to Congress, or resident commissioner, shall be admitted to any share or part of this CA, or to any benefit that may arise therefore; but this provision shall not be construed to extend this CA if made with a corporation for its general benefit.

16. Acknowledgement of Support and Disclaimer

- a. The following acknowledgement of Agency support must appear in the publication of any copyrighted or un-copyrighted material, which is based upon or developed under this CA.

"This material is based upon work supported by the USDA, FSIS, No. (FSIS-C-14-2018)."

- b. All materials, except scientific articles, or papers published in scientific journals, must also contain the following statement.

"Any opinions, findings, conclusions, or recommendations expressed in this publication are those of the author(s) and do not necessarily reflect the view(s) of the USDA."

17. Patents and Copyrights

- a. Patents and Inventions. The clause found at 37 CFR Part 401.14 is incorporated into this CA by reference and is applicable to all organizations regardless of size.

Terms are defined as follows:

- (1) Contract means this CA; and
- (2) Federal Agency, Agency, or funding Federal Agency means the USDA, FSIS.

b. **Communications:**

The central point of contact within the USDA for communications relating to the administration of this clause is: Deputy Asst. General Counsel for Patents Research and Operations Division Office of General Counsel USDA Room 2328, South Building Washington, D.C. 20250-1400. Disclosure statements are made through the CAS.

c. **Copyrights.** The provisions of 7 CFR 3015.1 75(b) are incorporated by reference.

This clause shall be incorporated in all other subcontracts or sub-awards, regardless of tier, for experimental, developmental, or other research work:

All rights, title, and interests in an invention made solely by an employee of FSIS shall be owned by FSIS. Any invention made under this CA jointly by at least one employee of FSIS and at least one employee of the Cooperator shall be jointly owned. Any invention made under this CA solely by an individual employed by the Cooperator shall be owned by the Cooperator provided FSIS is granted a royalty free, nonexclusive, world-wide, irrevocable license to practice the invention for U.S. Government purposes.

18. Liability – Other

The following shall apply under this CA as applicable to the Cooperator.

a. **Organizations Not Immune From Tort Liability**

Organizations will provide its personnel with such liability insurance as worker's compensation, employer's liability, comprehensive general liability (bodily injury), comprehensive automobile injury, (bodily injury and property damage) insurance, and/or such other insurances as deemed necessary by the Cooperator. The Cooperator is responsible for determining the types and amounts of insurance coverage needed to provide adequate protection for its employees, taking into account the nature and scope of the services to be performed under this CA or sub-CA or contract under this CA.

Whether or not the Cooperator provides liability coverage to its employees, it agrees to indemnify and hold harmless FSIS to the limit permitted by law or regulation, its employees and/or agents against all losses or expenses by reason of any liability imposed by law upon the Cooperator's employees or agents or acts of commission or omission resulting in personal injury, death, or damage to property in the performance of their duties under this CA.

b. **State Agencies Immune From Tort Liability**

Agency certifies upon signature of this CA, that it enjoys partial or total immunity from Tort Liability as a State agency and that liability insurance coverage will be obtained and maintained only to the extent deemed necessary by the Cooperator. FSIS assumes no liability for the actions of the employees of the Cooperator for liability to third parties, including but not limited to bodily injury or damage to property resulting in any claim under this CA.

Whether or not the Cooperator provides liability insurance to its employees, it agrees to indemnify and hold harmless the United States and its employees and agents against all losses or expenses by reason of any liability imposed upon the Cooperator's employees or agents for acts of commission or omission resulting in personal injury, death, or damage to property in the performance of their duties under this CA.

- c. The Cooperator shall immediately notify the CAS and promptly furnish copies of all pertinent papers received by the Cooperator if any suit or liability action is filed or if any claim is made against it. The Cooperator shall, if required by the Federal Government, authorize Government representatives to settle or defend the claim and to represent the Cooperator in or take charge of any litigation. The Cooperator may, at its own expense, be associated with the Government representatives in any such claim or litigation.

19. Debt Collection

- a. Any monies that are payable or may become payable from the United States under this CA to any person or legal entity not an agency or subdivision or a State or local government may be subject to administrative offset for the collection of delinquent debt to the person or legal entity owner to the United States under the Federal Claims Collection Act of 1966, as amended by the Debt Collection Act of 1982 (31 USC 3701, 3711, 3716-3719); 4 CFR Part 102, and 7 CFR Part 33.
- b. Information on the person's or legal entity's responsibility for a commercial debt or delinquent consumer debt owed the United States will be disclosed to consumer or commercial crediting reporting agencies.

20. Termination by Mutual Agreement

- a. Circumstances may arise in which either the Agency or the Cooperator wishes to terminate performance under this CA in whole or in part. If both parties agree that continuation of this CA would not produce results commensurate with further expenditure of funds or for any other valid reason, this CA may be terminated by mutual consent.
- b. If the Cooperator wishes to terminate, its representative should advise the CAS in writing, with a copy to the PO. If the Agency wishes to terminate the project, the CAS will so advise the recipient with copies to the PI and the PO.

- c. Within 30 days after a request from either party for termination by mutual agreement, the other party will provide an appropriate written response. The two parties shall agree upon the termination conditions, including effective date and, in the event of partial termination, the portion to be terminated. The Cooperator shall not incur new obligations for the terminated portion after the effective date of termination and shall cancel as many outstanding obligations as possible. The Agency shall allow full credit to the Cooperator for the Federal share of non-cancellable obligations properly incurred by the Cooperator prior to termination. The Cooperator shall submit a final report. In the event of disagreement between the parties, the CAS shall make a final determination, subject to the procedures described in clause 22 below.

21. Suspension or Termination for Cause

- a. When it has been determined by the Agency that the Cooperator has materially failed to comply with the terms and conditions of this CA, the Agency unilaterally may suspend this CA in whole or in part; or terminate this CA in whole or in part for cause.

The Agency prefers that deficiencies be corrected whenever practicable; therefore, action to suspend or terminate a CA normally will be taken only after the Cooperator has been informed in writing of the nature of the problem, with notification that failure to correct the deficiency may result in suspension or termination of this CA.

- b. However, this policy does not preclude immediate suspension or termination when such action is reasonable under the circumstances and necessary to protect the interests of the Federal Government and the public. The Cooperator will be requested to respond in writing within 30 days of such notification, describing the action taken or the plan designed to correct the deficiency. Copies of this correspondence will be furnished to the PI and to the PO. If a satisfactory response is not received within 30 days of receipt of such a communication, the CAS may issue a notice suspending authority to further obligate funds in whole or in part. The notice of suspension will be sent by certified mail (return receipt requested) to the Cooperator, with copies to the PI and to the PO. The notice will set forth activities covered by the suspension, the effective date of suspension, and the corrective action required to be taken by the recipient to lift the suspension.
- c. In the event that the cited deficiency is not corrected to the satisfaction of the Agency, the CAS may issue a notice of termination in the same manner as outlined above. The notice of termination will establish the reasons for the action and the effective date.
- d. If this CA is suspended pursuant to this clause, no obligations incurred by the Cooperator during the period of suspension will be allowable until such time that the suspension is lifted.

If this CA is terminated pursuant to this clause, the Cooperator shall not incur new obligations after the effective date of the termination notice and shall cancel as many

outstanding obligations as possible. The settlement of termination costs will be determined in accordance with the applicable Federal Cost Principles.

- e. Within 90 days of the effective date of termination, the Cooperator shall furnish an itemized accounting of all funds expended for allowable costs prior to the effective date of termination, including the unexpended balance of funds and a final report. The Cooperator may request a review of the termination decision in accordance with procedures described in clause 22 below.
- f. If the Agency terminates this CA prior to the end of the period of performance due to the Cooperator's material failure to comply with the Federal award terms and conditions, the Agency will report the termination to the OMB-designated integrity and performance system accessible through SAM (currently FAPIIS)

22. Termination Review Procedures

- a. Any request for review of a notice of termination or settlement of a dispute should be addressed to the Division Director, ASD, Office of Management, FSIS. It must be postmarked no later than 30 days after date of receipt of such notice. The request for review must contain a full statement of the Cooperator's position, all pertinent facts relating to the case, and reasons in support of such position.
- b. The Division Director, OAS, Office of Management, FSIS, will acknowledge receipt of the request for review and will appoint a Review Committee consisting of a minimum of three persons, none of whom may either be from the Agency program that is responsible for monitoring the project or from the office that is responsible for monitoring the administrative aspects of this CA. The Review Committee will request the CAS to provide copies of all pertinent background materials and documents. It may, at its discretion, invite representatives of the Cooperator and the Agency program to discuss pertinent issues and to submit any additional information that it deems necessary. The Chairperson of the Review Committee will insure that all review activities or proceedings are documented.
- c. Based upon its review, the Committee will prepare and forward its recommendations to the Division Director, OAS, Office of Management, FSIS, who will advise the parties concerned of the final administrative decision.

23. Protection of Human Subjects

The Cooperator agrees to comply with the Department of Health and Human Services, DHHS regulations on the protection of human subjects as set forth in 45 CFR Part 46 and USDA requirements as set forth in 7 CFR Part 1c implementation of the Federal Policy for the Protection of Human Subjects.

24. Animal Care

The Cooperator agrees to comply with the Animal Welfare Act (P.L. 89-544, 1966, as amended, P.L. 94-279, and P.L. 99-198, 7 USC 2131 et seq.) and the regulations promulgated there under by the Secretary of Agriculture in 9 CFR Parts 1, 2, 3, and 4 pertaining to the care, handling, and treatment of vertebrate animals held or used for research. The Cooperator agrees to adhere to the principles enunciated in the Guide for the Care and Use of Laboratory Animals described in NIH Publication No. 86-23 (Revised, 1985), and to the USDA regulations and standards issued under the public laws stated above. In case of conflict, the higher standard shall be used.

25. Safety and Health

If FSIS personnel occupy and use facilities owned or controlled by the Cooperator pursuant to this CA then the Cooperator agrees to abide by all laws, policies, regulations, and directives governing occupational safety and health that applies to FSIS employees including, but not limited to:

- a. Occupational Safety and Health Administration Standards and Regulations,
- b. National Fire Protection Association Codes, and Environmental Protection Agency Regulations and Manuals.

26. Order of Precedence

In the event of any inconsistency between or among the various provisions of this CA, the following order of precedence applies:

- a. Project Description
- b. 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- c. Articles
- c. General Provisions
- d. Application.

Agreement Articles

FOOD SAFETY AND INSPECTION SERVICE

COOPERATOR: State of Missouri

AGREEMENT NUMBER: FSIS-C-14-2018 **AMENDMENT NUMBER:** _____

AGREEMENT PERIOD: 09/30/2018-09/29/2019

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ARTICLE I - GENERAL

This Cooperative Agreement, CA is made and entered into by the Recipient Organization hereinafter referred to as the Cooperator, and the U.S. Department of Agriculture, USDA; Food Safety and Inspection Service, hereinafter referred to as FSIS. Both parties are engaged in efforts to protect animal resources or to carry out programs or special studies to improve the safety of the nation's food supply. The Cooperator is authorized to cooperate with other privately and publicly created state, local, or national organizations, and to enter into contracts and agreements within and without the state. The cooperative effort to be conducted under this CA will be collaboratively planned and conducted. This CA is for the mutual benefit of FSIS and the Cooperator and for the benefit of the people of the United States. Therefore, in consideration of the promises and mutual covenants contained in this document and other good and valuable considerations, the parties hereby mutually agree to the following:

A. The Cooperator Agrees To:

1. Prepare, in consultation with FSIS, plans and outlines of the project to be undertaken.
2. Conduct the cooperative efforts described in the Project Description and Program Narrative.
3. Make **semi-annual** reports 30 days after the 2nd and 4th quarters to the Project Officer (PO) through the Cooperative Agreements Specialist (CAS) on the progress of the work and such other reports as may be mutually agreed upon including a final progress report within 90 days of project completion which details all work done and results accomplished.
4. Provide necessary personnel, materials, available equipment, supplies, laboratory, greenhouse, office space, and facilities for research investigations as mutually agreed upon.
5. Submit **quarterly federal financial** reports 30 days after the **end of each quarter** and a final report within 90 days of project completion online through the payment management system (PMS).

B. FSIS Agrees To:

1. Assist in planning of projects and programs, analyzing data, and preparing reports based on data obtained from effort.
2. Work closely with the Cooperator in planning and conducting the effort described in the Project Description and Program Narrative.
3. Partially defray the cost of the project by reimbursing the Cooperator for allowable, allocable and reasonable costs.

4. Provide the services of an FSIS representative to maintain close liaison with the Cooperator through scheduled visits and other means to evaluate progress and to assist in the planning and coordination of the effort to be undertaken.
5. 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 FSIS subject to its disposition.
6. Provide support on the following aspects of the project:
 - a. funds
 - b. equipment
 - c. training
 - d. personnel

C. It Is Mutually Understood and Agreed that:

1. The funding shown in block 19 on the Financial Assistance Award (FAA) is hereby applied under this CA to cover the anticipated costs to be reimbursed to the Cooperator for the effort as outlined in A.2, the Project Description and Program Narrative.
2. Prior to completion of the cooperative effort, the parties will review the results and determine the benefits of continuing the project. In the event the project is continued, this CA will be amended to provide for the additional efforts, obligations of the parties, and performance period.
3. No part of the funds made available by FSIS to the Cooperator shall be expended for capital improvements or travel of FSIS employees. Purchase of non-expendable equipment must have prior approval of the CAS.
4. Reimbursement to the Cooperator for tuition remission is not allowable under this Agreement.
5. The Cooperator will use its best efforts to provide performance under this CA within the assistance amount shown on the FAA of this Agreement and will notify the PO when it is anticipated that performance under this CA will exceed this amount. The Cooperator is not obligated to continue performance under this CA or otherwise incur costs in excess of the assistance amount unless authorized by the CAS. Costs incurred in excess of the assistance amount shall not be reimbursed and unallowable costs will not be approved in any case.
6. Any public information concerning work carried out under this CA will describe the contributions of both parties to the research effort.

7. Any technical publication developed as a result of this CA shall be submitted by the developing party to the other for advice and comment. In event of dispute, a separate publication may be made with effective statements of acknowledgment and disclaimer.
8. FSIS participation shall be subject to passage by the Congress of the United States an appropriation of funds for the fiscal year from which expenditures may be legally made.
9. Data, which were collected, compiled, and evaluated under this CA, shall be shared and mutually interchanged by the Cooperator and FSIS with the final results of this project made available to both parties.
10. In advertising, the Cooperator will not refer in any manner to the Federal Government or agencies thereof in connection with the use of the results of this research without prior specific written authorization by the CAS. Unless otherwise provided herein, information obtained as a result of this project will be made available to the public in printed or other forms by the Government at its discretion. The Cooperator will be given due credit for its cooperation in the project.
11. Cooperator employees, while engaged in work at FSIS facilities, will abide by FSIS' policies and procedures. Unless otherwise provided for herein, Cooperator employees shall not operate Government-owned vehicles without prior specific written authorization by the CAS.
12. Either party may furnish equipment and/or facilities at no cost to the other, as may be mutually agreed to between the Cooperator and the PO for successful completion of this project; however, in no manner shall FSIS be held liable for damage or loss of Cooperator's property located at FSIS facilities.
13. It is further understood that FSIS shall not be held responsible for any injury sustained or malady or death incurred by the Cooperator's personnel who occupy FSIS space; neither will FSIS be held responsible for any breakage, theft, or acts of vandalism to the Cooperator's equipment and supplies during the period of the CA. The employees of the Cooperator, while engaged in duties at FSIS, shall adhere to the hours of work, conduct and other incidental matters stated in the rules and regulations of the USDA and FSIS.
14. FSIS may technically review the work of a Cooperator's employees while at FSIS facilities when working under this CA; however, FSIS may not intervene in the employer-employee relationship between a Cooperator and its employees. In addition, FSIS may not act so as to hire or otherwise engage in the personnel management of a Cooperator's employees. This is not a personal services agreement and will not be administered as such.

15. The Cooperator shall provide and maintain the necessary types of insurances, as may be needed under this CA, including but not limited to workers' compensation, employer's liability, and comprehensive general liability in amounts sufficient to protect the Federal Government's interest in not being subject to unwarranted damage claims resulting from the Cooperator's use of FSIS facilities.
16. This CA may be amended by the CAS at any time by mutual agreement between the parties in writing. Unilateral amendments may be issued by the CAS for changes, which are purely administrative in nature.
17. Correspondence and documentation regarding this Agreement should cite the agreement number. Copies of such correspondence and documentation between the Cooperator and the PO shall be sent by the originating party to the CAS.

ARTICLE II – PERIOD OF PERFORMANCE

The period of performance of this agreement shall be twelve (12) months. The effective date of this CA will be the date of award. The term of this agreement shall be for up to 5 years or as otherwise agreed by the parties. **If this agreement is for more than one year, funds will be allocated on a year-to-year basis. The Cooperator must spend funds so allocated within 12 months of such allocation.** The Cooperator will be responsible for submitting its proposal for funding each year to be negotiated by the Agency based on the use of overall available funding for the FSIS.

ARTICLE III – PAYMENT

Payment are made through the Payment Management System (PMS)

ARTICLE IV – FINANCIAL REPORTS

Reporting – Performance reports are to be submitted semi-annually (April 30, 2019, October 30th, 2019). *Financial status (SF-425) are to be submitted on a quarterly basis (January 30, 2019, April 30, 2019, July 30, 2019, and Oct 30, 2019).* Additionally, a final performance and financial report is required within 90 days of the end of the award period (December 30th, 2019). The award period will run from September 30, 2018 to September 29, 2019.

ARTICLE V – PERFORMANCE REPORTS

The Cooperator shall submit semi-annual performance reports of the meetings, publications, demonstrations and other activities carried out by the Cooperator to the CAS within 30 days after the end of the 2nd and 4th quarter. Final performance reports are due 90 days after the close of

the agreement. The Cooperator shall submit copies of the performance report to the CAS at the address listed in Article IV.

ARTICLE VI – OFFICIALS

A. FSIS officials for this agreement are as follows:

1. The PO shall be an official at USDA who will be responsible for the technical monitoring of the stages of work and technical performance of the activities described in the Project Description and the Program Narrative.
2. The CAS is the USDA official who has full authority to negotiate, administer and execute all business matters of the agreement, including obligating funds on behalf of the government.
3. The Principal Investigator (PI) is the Cooperator's employee who is responsible for conducting the effort of the Cooperator in the accomplishment of this agreements' objectives.

B. Identification --

1. The PO is: Robert Phillips, PhD.
2. The CAS is: Elizabeth (Betsy) Halweg.
3. The PI is: Alan Schaffer

END OF AGREEMENT ARTICLES