



Task Agreement # X
Between
UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE
And
National Heritage Area Management Entity

Beginning Date: Date of final signature by NPS Contracting Officer
Completion Date: Date not to exceed five years from beginning date of base agreement
Fiscal Year Funding: 20XX
Not to Exceed: \$ (total amount of annual appropriation)
Budget Object Class: 411C
Project Title: Name of National Heritage Area
ATR: NPS Agreements Technical Representative listed in Article V of this agreement
CFDA/Pseudo code: Inserted by the Contracting Officer – probably 15.904

This agreement is entered into by and between full name of NHA management entity and the United States of America, U.S. Department of the Interior, National Park Service (NPS). The purpose of this task agreement is to incorporate additions to the scope of work and to provide project funding in FY20XX for development and/or implementation of the name of NHA management plan as part of CA HXXXX-XX-XXXX. This task agreement is subject to all general provision included in the original cooperative agreement dated February 2006. Unless otherwise specified herein, the terms and conditions as stated in the cooperative agreement will apply to this Task Agreement.

ARTICLE II – STATEMENT OF WORK is modified to add the following tasks:

[This section should explicitly outline the projects, programs, services (such as operations), and deliverables that will be implemented or performed using NPS funding. The budget should provide as much detail as is reasonable and feasible. It will be reviewed by a NPS Solicitor.]

- A. The NPS agrees to:
B. The NHA management entity agrees to:

ARTICLE III- TERM OF AGREEMENT

[Task agreements may not extend a cooperative agreement beyond five years]

This Task Agreement shall become effective on the date of signature of the National Park Service Contracting Officer and extend through date five years beyond which this agreement is anticipated to be signed unless terminated earlier in accordance with Article XI.

ARTICLE IV – KEY OFFICIALS

The persons listed below are identified as key officials and considered essential to the project being performed under this task agreement.

A. For the National Park Service:

Agreement Technical Representative (ATR)

Name
Title
Address
Telephone Number
Fax Number
E-mail

Contracting Officer (Signatory)

Beth A. Faudree
National Park Service, NER
15 State Street
Boston, MA 02109
(617) 223-5095
beth_faudree@nps.gov

Contract Specialist (Administrative)

Name
Title
Address
Telephone Number
Fax Number
E-mail

B. For the Cooperator:

Key Officials:

Name (usually of NHA management entity chair)
Title
Address
Telephone Number
Fax Number
E-mail

Name (usually of NHA director)
Title
Address
Telephone Number
Fax Number
E-mail

- C. Communications** – The **NHA management entity** will address any communication regarding this Agreement to the ATR with a copy to the Contract Specialist and to the Contracting Officer.
- D. Changes in Agreement Officials** – neither the NPS nor the **NHA management entity** may make any permanent change in an Agreement Official without written notice to the other party reasonably in advance of the proposed change. The notice will include a justification with sufficient detail to permit evaluation of the impact of such a change on the scope of work specified within this Agreement. Any permanent change in agreement officials will be made only by Amendment to this Agreement.

ARTICLE V – AWARD AND PAYMENT

The **NHA management entity** will be awarded up to \$**appropriation amount** in FY**XX** Federal funds for the completion of its responsibilities in this cooperative effort. These FY**XX** funds will be distributed as follows: **[Provide an itemized list here of all expenses described in the statement of work.]**

Operations A	\$
Project A	\$
Program A	\$
TOTAL	\$

Payments totaling \$appropriation amount will be provided to the **NHA management entity** from the FY**XX** budget, at its request.

Appropriation Data: The chargeable appropriation for this task agreement is: **XXXX-XXX**. Nothing in this task agreement shall be construed as binding the **NHA management entity** to expend in any fiscal year any sum in excess of the appropriation made by Congress for purposes of this Agreement in that fiscal year.

The Federal funding through the National Park Service provided under this agreement shall not exceed fifty (50%) percent of the total cost of any assistance or grant.

Therefore, **NHA management entity** will match their federal appropriation with \$**appropriation amount** of non-federal funds. All reimbursements are contingent upon required quarterly and financial reports to the National Park Service being current.

Request for Reimbursement: The NPS will reimburse the **NHA management entity** upon presentation of a written request for reimbursement. The payment amounts will be adjusted, as necessary, based on estimated expenditures per three-month period. The **NHA management entity** may submit requests quarterly to: **ATR name and full address**. **NHA management entity** shall submit each such request on Standard Form 270 (SF-270), Request for Advance or Reimbursement, original and two (2) copies, to the ATR at the address specified in Article IV, paragraph A.

ARTICLE VII – REPORTS AND/OR DELIVERABLES

Where to Submit – In accordance with 43 CFR Part 12, **NHA management entity** will submit reports and/or deliverables to the NPS ATR at the address specified in Article V. The **NHA management entity** will also submit a copy of each report and/or deliverable to the Contract Specialist at the address specified in Article V.

ARTICLE XIII – ATTACHMENTS [delete this section if there are no additional attachments]
In addition to the attachments previously specified in this Agreement, the following documents are attached to and made part of this Agreement.

In addition to the attachments previously specified in this Agreement, the following documents are incorporated by reference and made part of this Agreement.

ARTICLE XIII – SIGNATURES

IN WITNESS HEREOF, the parties hereto have executed this Task Agreement on the date(s) set forth below:

FOR THE NHA management entity

FOR THE NATIONAL PARK SERVICE

Signature: _____
Name of management entity chair

Signature: _____
Beth A. Faudree
Deputy Chief of Contracting

Date: _____

Date: _____

