



PHASE VII

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into on _____, 2020 by the Federal Demonstration Partnership (“FDP”), a membership-based association, and _____, a recipient of United States (US) federal research grant funding, who has been accepted for membership in FDP.

The FDP mission is to streamline the administration of federally sponsored research and foster collaboration to enhance the national research enterprise while maintaining high standards of stewardship and accountability.

FDP membership is comprised of US-based research institutions (“Institutional Members”) and US federal agencies (“Federal Members”) that provide research funding and/or oversight to those institutions. The Institutional Members and Federal Members shall be referred to collectively as Members. Institutional Members will be added only during enrollment periods designated by the FDP Executive Committee. This MOU is binding between FDP and the Institutional Member designated herein and does not address or describe any rights or obligations of any Federal Member to FDP, or to the other Members.

PARTICIPATION CONDITIONS

As a condition of membership, the Institutional Member agrees to abide by the FDP Operating Guidelines, which are subject to change over the course of Phase VII. The full Operating Guidelines are available for review at <https://tinyurl.com/y2cjsezb>. These Guidelines outline the requirements for an Institution to remain in good standing with FDP. Some include, but are not limited to:

- i. Participating in new or ongoing FDP demonstrations, as appropriate.
- ii. Appointing a Faculty Representative, an Administrative Representative, and an optional Information Technology Representative familiar with the systems that support research administration activities. Participation by individuals who specialize in compliance, accounting, and other research administration disciplines is also encouraged.
- iii. At institutional expense, actively participating in in-person or on-line FDP general membership meetings and, as appropriate, committee, subcommittee or working group meetings; and
- iv. Remitting the assessed annual FDP membership fee by the stated deadline.

DURATION, TERMINATION, AND REINSTATEMENT

This Agreement commences on October 1, 2020 and will remain in effect through December 31, 2026, unless terminated by the FDP for non-compliance with the terms of this MOU, or by the Institutional Member with a minimum 30-day notice to FDP.

Should the Institutional Member fail to abide by the terms of this MOU and the FDP Operating Guidelines, the FDP shall send a written notice of non-compliance to the Institutional Member. The Institutional Member will have sixty (60) days from the date of the notice to cure the non-compliance or provide a plan

for consideration by FDP to address the shortcomings. Should the Institutional Member fail to adequately address noncompliance, within sixty (60) days, the FDP may terminate the institution's membership.

In the case of termination, FDP is not obligated to refund any portion of dues paid by the Institutional Member and the Institutional Member is absolved of paying dues for the remainder of Phase VII.

By signing below I hereby agree to the terms and conditions as stated above relating to my institution's participation in FDP Phase VII. I further acknowledge that failure to comply with the Participation Conditions constitutes cause for FDP to terminate my institution's membership.

INSTITUTION NAME:

SIGNATURE: _____ **DATE:** _____

NAME:

DUNS:

TITLE: