

# **SAFE: Homeland Security Alliance for Emergency Preparedness, Prevention, Deterrence, Response, and Recovery Research**

## **Articles of Collaboration**

The Homeland Security Alliance for Emergency Preparedness, Prevention, Deterrence, Response, and Recovery (SAFE), through mission-oriented research, seeks to significantly enhance the capabilities of first responders and others by providing knowledge, tools, innovative technology development, models and strategies and other deliverables that will enhance the U.S. Department of Homeland Security's (DHS) ability to protect the nation from high-consequence events. The SAFE project will be administered and operated for scientific, educational and outreach activities of the collaborators (hereinafter referred as SAFE Members). SAFE will foster collaboration between academic, federal, state and private entities to accomplish its mission as part of the Integrated Network of DHS Centers.

### **I. The SAFE Members**

The Founding Members of SAFE, signatories to these Articles of Collaboration, are the The University of North Carolina at Charlotte, Alcorn State University, Duke University, University of Kentucky, North Carolina A&T State University, The University of North Carolina at Chapel Hill, The University of North Carolina Office of the President, RTI International, The University of Tennessee, The University of Texas at El Paso, and University of Puerto Rico at Mayagüez. Additional Members of the SAFE consortium (not signatory to these Articles but represented by the signatories) are Central Piedmont Community College, East Carolina University, Eastern Kentucky University, North Carolina State University, The University of North Carolina at Wilmington, and Western Carolina University. All SAFE Members have equal opportunity for participation in SAFE programs, and will work together in a collaborative manner to achieve the goals set forth in the SAFE Center proposal. The structure of this collaborative relationship is set forth in these Articles of Collaboration. Detailed contractual arrangements among Members will be set forth in a SAFE Master Agreement, under which individual task orders will be issued.

### **II. Management Structure of SAFE**

The University of North Carolina at Charlotte (UNC Charlotte) will be responsible for the daily operation of this collaborative effort, providing information to the SAFE Members and organizing meetings of the various committees, boards, and liaison groups as appropriate. Other operations include award administration, project accounting, and execution of task orders to the University of North Carolina Office of the President (UNC-OP). UNC-OP, with RTI International, will provide administration, accounting, and execution of task orders with other SAFE Members.

#### **a) Board of Directors**

There will be a 12-member Board of Directors (Board), consisting of the Chief Research Officer (or equivalent) of each of the signatories to these Articles of Collaboration and

the SAFE Executive Director (non-voting). The primary purpose of the Board is to optimize the coordination of SAFE's research and educational program on a continuing basis. A quorum will consist of seven Board Members. A simple majority of voting Members present will be required to approve an action. The Board can, at any time, vote to add additional Members (voting and non-voting).

**b) Principal Investigator**

The SAFE project will be managed by a Lead Principal Investigator (PI) who will also serve as Executive Director and as a non-voting member of the Board. Co-principal investigators have institutional responsibilities for performing task orders funded under a SAFE Master Agreement. The Board will update the list of co-principal investigators at each Board meeting.

**c) Working Groups and Support Groups; Executive Committee**

The Mission-Oriented Working Groups are: 1) Preparedness, 2) Prevention and Deterrence and 3) Response and Recovery. The Support Groups are 1) Decision Making, 2) Modeling and Simulation, 3) Education, and 4) Outreach. Each Working Group and Support Group, or its representative, will be expected to meet from time to time with the Board and report its activities. Working Groups and Support Groups are chaired by co-principal investigators who, together with the Executive Director, form the Executive Committee, which will provide day-to-day management of SAFE.

**d) External Advisory Committee**

The External Advisory Committee (EAC) represents the needs of stakeholders in SAFE, including the end users and other DHS Centers. The EAC comprises stakeholders from industry and government that help shape the research of the Center. The EAC is charged with ensuring that SAFE research programs are responsive to DHS mission and needs, through the recommendation of priority requirements for each annual work plan. Members of the EAC will be nominated to two-year terms by the Board, with the Executive Director serving in an *ex-officio* capacity.

21. **III. Addition/Withdrawal/Removal of SAFE Member Organizations**

The Board will have the authority to add Members to the Board, Mission-Oriented Working Groups, Support Groups, and Policy Advisory Committee by a majority vote.

Any Member may withdraw from this consortium by providing 120 days written notice to the Board. When appropriate, this would be accompanied by a termination budget and revised Statement of Work. Withdrawal does not release a Member from any contractual commitments. During the 120 day notice period, the withdrawing Member shall use reasonable efforts to terminate project tasks and assist in an orderly transition of activities. The withdrawing Member shall make a reasonable effort to transfer tasks to another Member or a prospective new Member.

A Member may be removed from this consortium by a unanimous recommendation of the Executive Committee followed by a vote of two-thirds of the Board Members. When the Board votes to remove a Member, the Executive Director will contact DHS to explain the action, and

work collaboratively with DHS to ensure continuity of SAFE Center goals and to identify potential new collaborators to carry out project objectives.

**IV. Dispute Resolution Procedures**

Should conflicts arise among SAFE Members related to operation of the Center that cannot be resolved by the Co-Principal Investigators and the Executive Director, the Member(s) will have the right to present objections to the Board. Within 30 days of the presentation, the Board will make a determination regarding resolution of the conflict. The Board's decision will be final. Notwithstanding the preceding, the right of the Members to seek the assistance of the Board in resolving conflicts shall not serve to waive or otherwise affect in any way their right to pursue all rights and remedies under applicable law.

**V. Term of the Articles of Collaboration**

These Articles of Collaboration will remain in place for the duration of the SAFE project under DHS funding. The term of these Articles of Collaboration will be consistent with the initiation date of a DHS award and will extend to cover any funded task orders resulting from work contracted to the SAFE Members.

**VI. Amendments**

No amendment or changes to any provision of the Articles of Collaboration shall be valid unless in writing, signed by an authorized representative of each SAFE Member organization.

This Agreement may be executed in counterparts, and each executed counterpart shall be considered as an original of this agreement. Further, signatures by facsimile shall have the same force and effect as an original.

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The University of North Carolina at Charlotte

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Date

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Alcorn State University

\_\_\_\_\_  
Date

\_\_\_\_\_  
Duke University

\_\_\_\_\_  
Date

Wendy Ball  
University of Kentucky

7-12-05  
Date

Davidson  
North Carolina Agriculture & Technical State University

8/12/05  
Date

[Signature]  
The University of North Carolina at Chapel Hill

8-9-05  
Date

[Signature]  
The University of North Carolina Office of the President

08/08/05  
Date

Robert F. Nelson II  
RTI International

8/8/05  
Date

[Signature]  
The University of Tennessee

7-13-05  
Date

[Signature]  
The University of Texas at El Paso - Diana S. Natalicio  
President

8/1/05  
Date

[Signature]  
University of Puerto Rico at Mayagüez

August 24, 2005  
Date