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**Statement of Work****Cooperative Agreement No. 58-3AEU-3-0004****University of Puerto Rico, Mayagüez Campus, College of Agriculture****OBJECTIVE:**

The objective of this cooperative project is to collect data for the 2012 Census of Agriculture that will be used for intelligent planning and decision making for Puerto Rico by farmers, agribusiness, and government agencies.

**SCOPE of WORK:**

- 1) The University of Puerto Rico, Mayagüez Campus, College of Agriculture Sciences (the Cooperator), has agreed to provide assistance to the USDA's National Agricultural Statistics Service (NASS) in collecting data for the Census of Agriculture for Puerto Rico. Census data collection will begin on or about January 2, 2013 and must be completed on or before May 31, 2013.
- 2) The Cooperator will provide assistance to any farmer who requests it, assist in locating farmers, and will work under the direction of the NASS Census Coordinator in Puerto Rico to collect data from non-response mail follow-up cases.

**STATEMENT OF MUTUAL INTEREST:**

Both parties are actively engaged in independent projects of collection, analysis, and publication of primary crop and livestock statistical data. The parties agree that meeting the objectives of this project will strengthen and enhance ongoing programs within the scope of the agreements.

NASS will contribute to the Cooperator \$40,000 for serving the agricultural data needs as required by law under the "Census of Agriculture Act of 1997," Public Law 105-113 (Title 7, United States Code, Section 2204g). The Census of Agriculture includes each State, Puerto Rico, Guam, the U.S. Virgin Islands, and the Commonwealth of Northern Mariana Islands.

**THE COOPERATOR AGREES TO:**

- a) Provide 6 to 12 students from the College of Agriculture to work under the direction of the NASS Census Coordinator in Puerto Rico to collect data from non-response mail follow-up cases. These staff will include students currently enrolled in the University of Puerto Rico, College of Agriculture.
- b) Advertise the opportunity to work on this project within the university community and select students based on proven performance in the classroom and their ability to work independently.

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- c) Meet with students at regular intervals to discuss their progress.
- d) Reimburse students for their time and travel based on documentation provided by the NASS Census Coordinator, with funds provided by the Service.

**NASS AGREES TO:**

- a) Provide all training necessary for University students to enable them to collect census data.
- b) Provide information on the number of hours worked and mileage eligible for reimbursement.
- c) Assist in evaluating the student's performance.
- d) Conduct a University seminar on statistical methodology related to the Census of Agriculture and other topics related to the NASS statistical program.
- e) Provide all data collection materials, including report forms, enumerator manuals, and lists of names and addresses of non-response cases.
- f) Provide the census data to the Cooperator in electronic media, along with complementary copies of the publication.
- g) Make a contribution of \$40,000 to the Cooperator to defray a share of the direct costs of services provided to the program in FY13 by the Cooperator.
- h) According to Executive Order 13513, any person authorized to operate a Government owned or leased vehicle or use Government supplied equipment under an agreement issued on or after October 1, 2009, shall not engage in text messaging:
  - a. when driving Government-owned or leased (GSA or commercially leased), or
  - b. when driving a privately-owned vehicle (POV) while on official Government business, or
  - c. when using electronic equipment supplied by the Government, while driving.NASS strongly encourages all contractors, grantees, cooperators, subcontractors, grant recipients, and sub recipients to adopt and enforce similar internal policies which ban text messaging and also to consider new rules and programs, and to reevaluate existing programs to prohibit text messaging while driving, and conduct education, awareness, and other outreach to their employees about the safety risks associated with texting while driving.

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**MUTUAL AGREEMENTS:**

- 1) The estimated budget, Form RBE-454, is hereby incorporated into the agreement. The awarding agency will reimburse the Cooperator for costs in the amount of \$40,000, and will contribute in-house resources in the amount of \$50,000. As evidence of the Cooperator's contribution to this project the Cooperator will provide in-house resources in the amount of \$20,000.
  
- 2) Payments to the Cooperator will be made upon submission of a properly executed invoice. See 7 CFR Part 550, Section C.22 available on line at:  
<http://www.afn.ars.usda.gov/agreements/files/7CFR-Part550.pdf>.
  
- 3) "It is understood and agreed that funding of this agreement is contingent upon the passage of an appropriation by Congress for Fiscal Year 2013 from which expenditures there under are authorized and can be legally used for the purpose of this agreement and shall not obligate the Agency upon failure of the Congress to so appropriate. This agreement may also be reduced or terminated if Congress only provides the Agency funds for a finite period under a continuing resolution."

**LIAISON OFFICERS:**

Copies of such correspondence and documentation between the Cooperator and the Authorized Departmental Officers Designated Representatives (ADODR) shall be sent by the originating party to the Authorized Departmental Office (ADO) at:

**A. For NASS:**

Norman Bennett  
Director, Eastern Field Operations  
National Agricultural Statistics Service  
U.S. Department of Agriculture  
Room 5053 South Building  
Washington, D.C. 20250-2008  
Telephone: (202) 720-3638

**B. For University of Puerto Rico:**

Gladys Gonzalez  
Professor, Agricultural Economics  
College of Agricultural Sciences  
University of Puerto Rico, Mayagüez Campus  
Call Box 9000  
Mayagüez PR 00680-9000  
(787) 265-3860

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**PERIOD of PERFORMANCE and TERMINATION of CONDITIONS:**

This agreement is effective when signed by both parties and shall remain in effect through September 30, 2013, unless modified in writing by mutual agreement, or terminated by either party upon sixty (60) days written notice.

For: University of Puerto Rico

For: National Agricultural Statistics Service

By: \_\_\_\_\_

By: \_\_\_\_\_

Dr. Héctor L. Santiago Anadón  
Dean and Director  
College of Agricultural Sciences

Joseph T. Reilly  
Associate Administrator  
United States Department of Agriculture  
National Agricultural Statistics Service

Date: 11/16/13

Date: 12/6/12