

## CHAPTER 9 - COOPERATING ASSOCIATIONS PROGRAM

9-1. Purpose. This chapter establishes the policy for the USACE Cooperating Associations Program.

9-2. Policy. It is the policy of the Corps of Engineers that:

a. Cooperating associations to accomplish such broad goals as natural resource management, interpretation, and visitor service activities shall be encouraged at civil works water resource projects, fee-owned lands, and other areas for which the Corps has administrative and management responsibilities. Cooperative Agreements shall be entered into as determined appropriate by the District Commander.

(1) Principal and alternate points of contact for the Corps and the association at each location shall be established, identified, and maintained. The principal point(s) of contact for the Corps should be the individual(s) most directly related with coordinating the association's activities. For example, at a field project, the operations project manager, park manager or park ranger who coordinates with the association could be the principal point of contact.

(2) Corps personnel may not serve in a voting capacity on the governing board, or as treasurer for the association. Corps personnel may serve in an advisory capacity on the association's governing board or committees. Corps personnel may not act as the official representative of the association in any matter relating to the Corps, or the terms of this agreement. However, if the association has a membership program, Corps personnel may join and participate in membership activities.

(3) Creative identification of other activities, which are a benefit to the Corps of Engineers, is encouraged and can be approved by the District Commander. Associations aid the Corps through a variety of activities which may include the following.

(a) Supporting special events, interpretive, educational or scientific activities, exhibits, and programs, including presentations and demonstrations which further public understanding and appreciation of the mission of the Corps, and/or a particular water resources development project.

(b) Supporting natural resource management and/or public programs at or near Corps projects through conservation and educational activities and special events; and also by providing scientific, logistical, maintenance and other support.

(c) Acquiring display materials, historical objects, equipment, supplies, materials, goods, or other items, or services appropriate for management, operation, interpretive, educational and visitor service functions.

(d) Providing services to visitors through the sale, production, publication, and/or distribution of appropriate interpretive and educational items, such as publications, maps, visual aids, audio tapes, pamphlets, handicrafts, and other objects directly related to the recreation, scientific, interpretive, and educational goals and mission of a project, a group of projects, and/or the Corps as a whole.

(e) Acting as a principal distribution medium for those educational and scientific publications of the government and trade which relate to the Corps and/or project mission, mandate, or management efforts and provide the public with inexpensive and technically accurate materials.

b. The association shall not be charged for use of areas, facilities, utilities, janitorial services, routine or general maintenance when such use is incidental to the usual operation of the project, or area, or facility by the government. If the association's use of the Corps facility is over and above normal Corps operation costs for the facility, the Corps shall be reimbursed at an agreed upon, but nominal, cost in recognition of the services that the association is contributing to the public. Any necessary real estate instruments shall be a separate document from the cooperative agreement.

c. Corps personnel, during the course of their normal work, may assist associations by performing nominal duties, including sales (if applicable). Activities which may be performed or assistance to be provided (see above) by Corps personnel shall be described in writing and submitted to the District Commander for approval upon implementation of the agreement.

d. Cooperative agreements shall include descriptions of insurance, usage of facilities and equipment, services provided, staffing (i.e., Corps and non-Corps personnel), management responsibilities, non-profit status, prohibitions on selling artifacts, etc. shall be developed in accordance with Chapter 9 of EP 1130-2-500.