

# NRM ASSESSMENT PARTNERSHIP MODULE UPDATE

NRM Assessment Tool

## NRM Module - Annual Project

Aquila Lake

### Volunteer Information

Note: Volunteer hourly rate for FY19 is \$25.43

#### Volunteers

Enter the number of persons performing volunteer work at the project.

← 1

#### Volunteer Hours Service

Enter the number of hours worked by volunteers.

← 2

#### Incidental Expenses

Enter the amount of incidental expenses reimbursed by the government to volunteers.

← 3

Update

← 4

NRM Assessment Tool

### Assessment

- [Recreation PSA Module](#)
- [NRM Module](#)
- [Env Stewardship Module](#)
- Partnership Module

## Partnership Module

Welcome to the Partnership Module of the NRM Assessment Tool. This module is replacing your annual OMBIL update.

### LAKE SONOMA / WARM SPRINGS DAM (DRY CREEK LAKE AND CHANNEL)

#### In Review

- Step 1 - Review Partnerships
  - [See All of Your Partnerships](#)
  - [Challenge Partnership](#)
  - [Contributions Program](#)
  - [Cooperating Association](#)
  - [Memorandum of Understanding/Memorandum of Agreement \(MOU/MOA\)](#)
- Step 2 - Annual Update
  - [See All of Your Partnerships](#)
  - [Challenge Partnership](#)
  - [Contributions Program](#)
  - [Cooperating Association](#)
  - [Memorandum of Understanding/Memorandum of Agreement \(MOU/MOA\)](#)
- [Summary](#)

## Partnerships in NRM PROSPECT Course



US Army Corps  
of Engineers ®



# Good Data Tells the Corps Story

1. Partnerships help get work done that we may not otherwise have the capability to do.
2. Partnerships build community support for the Corps and our programs, which can be leveraged in many other ways.
3. Partnerships help support our requests for the Recreation and ES budgets: They demonstrate that we have strong and robust NRM programs that should be financially supported in our budgets.
4. Partnership data helps build internal support for our programs all the way up the line.



Interest not just in what we do,  
but who we work with:

- Scout troops
- Tourism bureaus
- Youth service and conservation corps
- Outdoor recreation industry
- STEM-focused education groups





# FY22 ANNUAL UPDATE

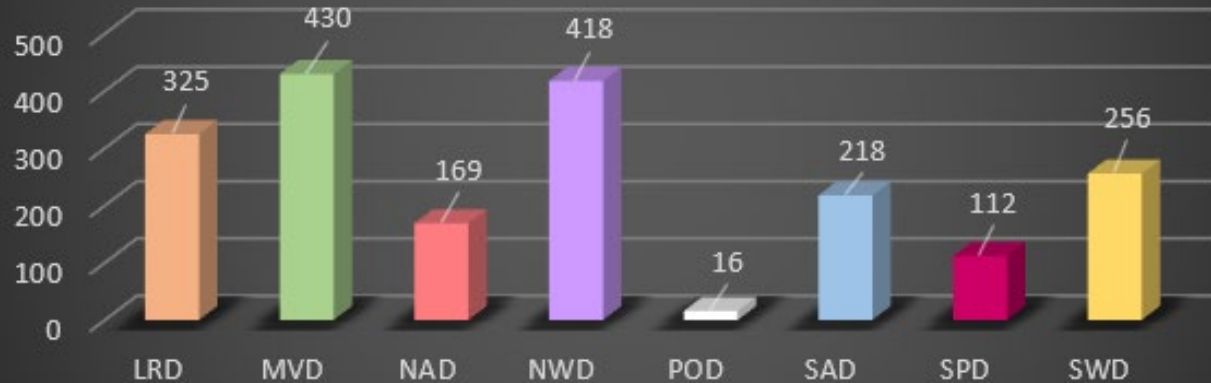
- These data are used for many different purposes, including decisions concerning program development, budget development and defense, tracking performance measures, preparation of briefings and fact sheets, asset management, etc.
- It is used to populate information on the Gateway and numerous other internal and external web sites.
- It provides a source of data, both inside and outside the Corps, for general information, industry directories, news articles, and many other uses.
- Inaccurate and/or incomplete data not only reflects poorly on the Corps and renders a disservice to the public but could also jeopardize the viability of our O&M missions.



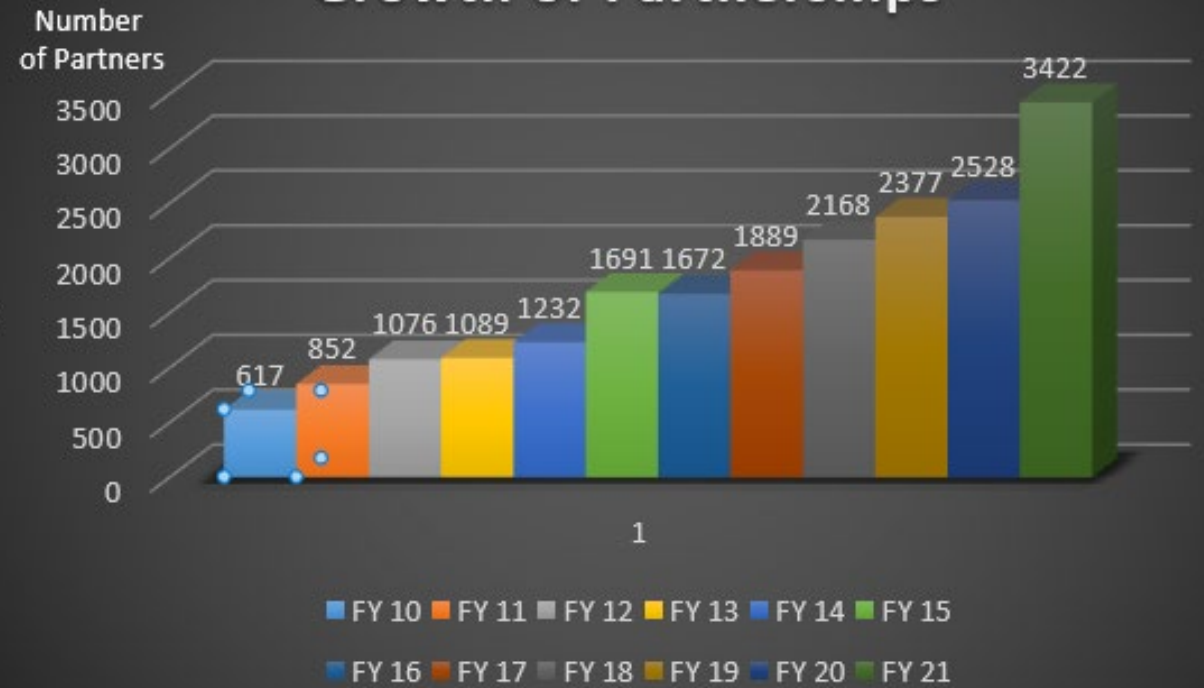
# Partnerships Annual Data

FY 21 Partnership data in NRM-Assessment: 3,422 partnerships with a total value of \$111.8 million (Corps: \$23.2 million investment/ Partner leveraged investment: \$88.5 million)

### # Partners Engaged



### Growth of Partnerships





- Home
- Visitors
- Lake Discovery
- Recreation
- Env Compliance
- Env Stewardship
- Partners ?
- News/Events
- People
- Forums
- Learning
- GETS
- Tools
- New Postings
- Submit
- Index/Search ?

## Partnerships in NRM Assessment/OMBIL

The NRM Assessment Tool and Operations and Maintenance Business Information Link (OMBIL) were developed to provide a location for data required to operate and manage the Operations function of the Corps. The NRM Assessment Tool contains 4 modules: Recreation PSA, NRM, Environmental Stewardship, and Partnerships where data is entered each year. OMBIL is the system used to run reports, and contains modules for each business function, which currently include Navigation, Hydropower, Recreation, Environmental Stewardship, Environmental Compliance, Flood Risk Management, Water Supply, and Safety & Occupational Health.

The Partnerships pages in OMBIL are located under the Recreation and Environment Stewardship Business Functions reports screen. Reports are listed in the drop-down menus under "COMMON – Partnership Detail Report, REC- Partnership Detail Report or REC-Partnership Summary Report, ES – Partnership Detail Report or ES – Partnerships Summary Report." (No password or special permissions required).

Annual fiscal data entry for the NRM Assessment Partnership pages opens each year October 1 - October 31 to enter the value of each partnership for the prior fiscal year.

**Note:** Partnership data entry involves a two-step process. Step 1: Enter information about the partnership, including agreement type, organization, organization type, date effective, description. Step 2: Enter information about the value of the partnership, including number of volunteers, volunteer hours, partner funds invested, professional services provided, materials and equipment donated, Corps contract funds, services, materials and equipment, and additional investments.

- [Annual Reports](#)

- [FAQs](#)

- [Training Resources](#)



- Home
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- Index

## OMBIL Partnerships Annual Reports

- [Annual partnership tracking spreadsheet](#) This spreadsheet can be used to track most of the key data and information about partnerships that will help you during the NRM Assessment annual update period.
- [FY 21 Partnerships and Volunteer Fact Sheet](#)
- [FY 21 Partnerships Detail Report](#)
- [FY 21 Volunteer Program Report for All USACE](#)
- [FY 20 Partnerships and Volunteer Fact Sheet](#)
- [FY 20 Partnerships Detail Report](#)
- [FY 20 Volunteer Program Report for All USACE](#)
- [FY 19 Partnerships and Volunteer Fact Sheet](#)
- [FY 19 Partnerships Detail Report](#)
- [FY 19 Volunteer Program Report for All USACE](#)
- [FY 18 Partnerships and Volunteer Fact Sheet](#)
- [FY 18 Partnerships Detail Report](#)
- [FY 18 Volunteer Program Report for All USACE](#)
- [FY 17 Partnerships and Volunteers Fact Sheet](#)
- [FY 17 Partnerships OMBIL Detail Report](#)
- [FY 17 Volunteer Program OMBIL Report for All USACE](#)
- [FY 16 Partnerships and Volunteers Fact Sheet](#)



US Army Corps of Engineers®

## FY 21 PARTNERSHIP & VOLUNTEER PROGRAM SUMMARY

In 2021, our partners rose to the challenge again with USACE to face another year of adversity operating amid a global pandemic. Despite these difficult times, the USACE Natural Resource Management (NRM) partnership program grew even stronger through the collaborative efforts and unwavering support from thousands of dedicated organizations and individuals. USACE teamed up with the Recreate Responsibly and Together Outdoors Coalitions to strive to make the outdoors a welcoming place for all, while providing high quality and safe experiences. New national MOUs were developed in 2021 with organizations such as YMCA of the USA and the Ruffed Grouse/American Woodcock Society to advance water safety and conservation efforts.

The Corps Foundation, official non-profit for the USACE NRM program played a key role in working with other partners such as the National Marine Manufacturers Association to advocate and support the program. A Congressional Recreation Task Force was formed in 2021 to engage stakeholders and partners in developing a plan to maintain and enhance public recreational opportunities at USACE projects. Thanks to the outstanding contributions from our valued partners and volunteers, USACE was able to continue to meet the increasing demands of the public for clean, safe recreation opportunities while providing a healthy environment for visitors to enjoy.



3,422

**TOTAL PARTNERS**  
(35% increase from FY20)



273

**USACE PROJECTS WITH PARTNERSHIPS**  
(68% of USACE Projects)



894

**NEW PARTNERS**

**USACE Investment**  
\$23.2 M

**PARTNER Investment**  
\$88.6 M

**\$111,803,771**  
TOTAL VALUE OF PARTNERSHIPS



# Maximizing Data Entry: Partnership Tracking Spreadsheet



- This can assist with keeping track throughout the year to make data entry in October much easier
- Available on NRM Assessment/OMBIL Partnerships FAQ page: <http://corpslakes.usace.army.mil/partners/ombil-annual.cfm>

	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	ORGANIZATION TYPE (Business, Civilian Inmate Labor Program, Educational Institute, Federal Agency, Local Government Agency, Military Organization, Native American Tribe, Nonprofit or Community Organization, State Agency, Other)	DATE EFFECTIVE	PRIMARY PURPOSE (Education, ENS, Health/Safety, Military, Recreation)	PRIMARY BUSINESS LINE (Rec or ES)	DESCRIPTION	CO PARTNERS	NUMBER OF CO PARTNERS	NUMBER OF VOLUNTEERS	VOLUNTEER HOURS	VOLUNTEER RATE	VALUE OF SERVICES	FUNDS INVESTED	PROFESSIONAL SERVICES PROVIDED	MATERIALS & EQUIPMENT DONATED	TOTAL PARTNER VALUE	CONTRACT COSTS	MATERIALS & EQUIPMENT	CORPS LABOR HOURS	TOTAL CORPS COSTS	TOTAL AMOUNT	
2										Pre-entered	Auto calculated				\$0				\$0	\$0	
3										Pre-entered	Auto calculated				\$0				\$0	\$0	
4										Pre-entered	Auto calculated				\$0				\$0	\$0	
5										Pre-entered	Auto calculated				\$0				\$0	\$0	
6																					
7																					
8	ORGANIZATION TYPE (Business, Educational Institute, Local Government Agency, Nonprofit or Community Organization, State Agency, Other)	DATE EFFECTIVE	PRIMARY PURPOSE (Education, ENS, Health/Safety, Military, Recreation)	PRIMARY BUSINESS LINE (Rec or ES)	DESCRIPTION	CO PARTNERS	NUMBER OF CO PARTNERS	NUMBER OF VOLUNTEERS	VOLUNTEER HOURS	VOLUNTEER RATE	VALUE OF SERVICES	FUNDS INVESTED	PROFESSIONAL SERVICES PROVIDED	MATERIALS & EQUIPMENT DONATED	TOTAL PARTNER VALUE	HQ Investment	CONTRACT COSTS	MATERIALS & EQUIPMENT	CORPS LABOR HOURS	TOTAL CORPS COSTS	TOTAL AMOUNT
9										Pre-entered	Auto calculated				\$0					\$0	\$0
10										Pre-entered	Auto calculated				\$0					\$0	\$0
11										Pre-entered	Auto calculated				\$0					\$0	\$0
12										Pre-entered	Auto calculated				\$0					\$0	\$0
13																					
14																					
15																					
16																					
17																					
18																					
19																					
20																					
21																					
22	ORGANIZATION TYPE (Federal Agency)	DATE EFFECTIVE	PRIMARY PURPOSE (Education, ENS, Health/Safety, Military, Recreation)	PRIMARY BUSINESS LINE (Rec or ES)	DESCRIPTION	FUNDS INVESTED	PROFESSIONAL SERVICES PROVIDED	MATERIALS & EQUIPMENT DONATED	TOTAL PARTNER VALUE	CONTRACT COSTS	MATERIALS & EQUIPMENT	CORPS LABOR HOURS	TOTAL CORPS COSTS	TOTAL AMOUNT							
23									\$0				\$0	\$0							
24									\$0				\$0	\$0							
25									\$0				\$0	\$0							
26									\$0				\$0	\$0							
27									\$0				\$0	\$0							



# Volunteer Hours Tracking in NRM Gateway



## Volunteer Hours System

The U.S. Army Corps of Engineers has established a volunteer pass program which enables volunteers who have served a minimum of 100 hours at Corps managed areas to receive a waiver of all day use fees via an Annual Day Use Pass. The purpose of this program is to support and recognize volunteers who have served the Corps in an exemplary way and encourage their visitation and use of Corps parks. The main goal is to increase visitation to Corps parks by enticing volunteers to visit new places, bring friends and family, and continue to explore and enjoy Corps recreation opportunities even after their pass has expired.

Volunteer hours will be verified and entered by the volunteer coordinator into this centralized database. After serving 100 hours of service, the volunteer will be eligible to earn an Annual Day Use Pass from the local project where they reached their 100th hour. Only one Annual Day Use Pass may be earned per volunteer per year.

(NOTE: There is NOT a new Volunteer Pass that you print from this system. Once you "cash in" the 100+ hours for the volunteer, you will need to issue an Annual Day Use Pass from the passbooks kept at your project. In the \$ amount section of the receipt, write "Complimentary pass issued to Volunteer for 100+ hours served")

As of January 1, 2016 volunteers for the Corps of Engineers are eligible to earn an America the Beautiful Interagency Volunteer Pass for completing 250 cumulative hours of service at any of the participating federal land management agencies (USACE, NPS, BLM, FWS, USDA Forest Service, BLM). Hours should be tracked using this system.

### Summary Reports

- [View Current Month](#)
- [View Current Year - Calendar](#) OR [Fiscal Year](#)
- [2013 Calendar Report \(Excel\)](#) [Fiscal Year \(Excel\)](#)
- [2014 Calendar Report \(Excel\)](#) [Fiscal Year \(Excel\)](#)
- [2015 Calendar Report \(Excel\)](#) [Fiscal Year \(Excel\)](#)
- [2016 Fiscal Year \(Excel\)](#)
- [2017 Fiscal Year \(Excel\)](#)
- [2018 Fiscal Year \(Excel\)](#)
- [2019 Fiscal Year \(Excel\)](#)

### Login

Select your lake from drop down list and enter password

Select lake  Password

Please contact [Virginia.l.dickerson@usace.army.mil](mailto:Virginia.l.dickerson@usace.army.mil) if you have misplaced/forgotten your lake password.

### Create Password

Select your lake from drop down list. If you don't see your lake, an account may already be created. Passwords are only created once per lake.

Select lake

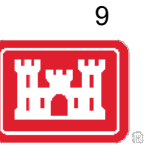
Can be entered by anyone at the project with the password. Information needed to track a volunteer:

- First Name
- Last Name
- Phone Number
- State of Residence





# Volunteer Hours Tracking in Volunteer.gov



- Allows District Volunteer Coordinators to track a Registered, Guest, or Walk-in volunteer's hours for a particular volunteer opportunity
- Only Registered volunteers (with a volunteer.gov profile) can have lifetime hours tracked
- Required information to track a volunteer:
  - Last Name
  - Email Address
  - Date of birth (Month, Day, Year)



Volunteer Manage... Applications ▾ Volunteer Opportunities ▾ Accounts ▾ Knowledge ▾ Chatter Reports ▾ Dashboards ▾

All ▾ Search Volunteer Opportunities and more...

★ ▾ + ⚙ ? 🔔 🗺

Volunteer Opportunity **St. Mary's Falls Canal - Soo Locks Interpretive Volunteer/Greeter** [+ Follow](#) [Edit](#) [Clone](#) [New Volunteer Application](#) ▾

Status	Site	# of Applications Received	# of Applications Accepted
Closed	<a href="#">St Marys River</a>	3	1

> Draft Pre-Recruitment Recruitment Scheduled Recruitment Active Post-Recruitment Canceled **Closed**

Opportunity Preview Team Members Volunteers **Volunteer Time Log** Chatter Activity History

**Total Volunteer Hours: 4 hours**

	Volunteer Type	Name	Application Status	Total hours to date	Adjust Hours(+/-)	Summary
1	Registered	Sharad Patel (sharadip@comcast.net)	Accepted	4		



# Volunteer Legacy Hours Tracking in Volunteer.gov



- Allows District Volunteer Coordinators to track historical hours for a volunteer
- Only Registered volunteers (with a volunteer.gov profile) can have legacy hours tracked
- Enter Opportunity Name, Volunteer, and Hours Volunteered

The screenshot displays the Volunteer.gov user interface. At the top, there is a navigation bar with a search box and various menu items like 'Volunteer Manage...', 'Applications', 'Volunteer Opportunities', 'Accounts', 'Knowledge', 'Chatter', 'Reports', and 'Dashboards'. Below this, the account details for 'St Marys River' are shown, including the agency 'U.S. Army Corps of Engineers', parent account 'Detroit District', state code 'MI', and shipping address 'USACE, Soo Area Office, Sault Ste Marie, Michigan 49783, United States'. A red circle highlights the '+ Follow', 'New Legacy Volunteer Time', and 'View Account Hierarchy' buttons. A modal window titled 'New Legacy Volunteer Time' is open, featuring a search box for 'Name of the registered volunteer' and input fields for 'Opportunity Name(s)' and 'Hours Volunteered'. The modal also includes 'Cancel' and 'Save' buttons at the bottom.



# Natural Resources Management Gateway

to the future . . .

- Home
- Visitors
- Lake Discovery
- Recreation
- Env Compliance
- Env Stewardship
- Partners
- News/Events
- People
- Forums
- Learning
- GETS
- Tools
- New Postings
- Submit
- Index/Search

## NRM Assessment Tool

Beginning in Fiscal Year 2018, the NRM community (Recreation and Environmental Stewardship Business Lines) will be utilizing the NRM-Assessment Tool (formerly the Rec-Assessment Tool) to collect annual data that will then be uploaded into OMBIL. Several notices, webinars and coordination have occurred through the OMBIL users group and District POC's.

OMBIL will remain the primary database of record for all O&M business line data and, as such, it is imperative that the data be kept current. OMBIL data is used for many different purposes, including decisions concerning facility development, budget development and defense, tracking performance measures, preparation of briefings and fact sheets, asset management, etc. It is used to populate information on the Gateway and numerous other internal and external web sites. OMBIL will continue to serve as source for many other systems including CWIFD, EDW and VERS. Inaccurate and/or incomplete data not only reflects poorly on the Corps and renders a disservice to the public, but could also jeopardize the viability of our O&M missions and budget defense.

This transition to a new platform is a gained efficiency for one-stop data entry rather than input into several systems as had been the standard in the past. The NRM-Assessment tool will serve as the data collection platform necessary to feed OMBIL the appropriate data. This process is more in line with other business lines that import data such as hydropower and navigation while allowing the NRM business line more flexibility and less OMBIL contractor work. Training through web meetings will be provided to the field on the data entry process as and will be announced through the OMBIL District POCs. The schedule for entering data by modules is as follows.

- o Recreation PSA Module - Includes: PSA Information and Facilities  
Corrections submitted by 15 August 2021 - **See PSA Module for more details**
- o NRM Modules - Includes: Interpretive Contacts, Special Events, Law Enforcement Contracts, and Annual Project Data  
Modules Open 15 September and Close 31 October 2021
- o Environmental Stewardship Modules - Includes: Shoreline Management, Boundaries/Encroachments, Soils/Vegetation/Wetlands Classification, Pollinators, Fire Management, Invasive Species, Fish/Land Mitigation, and Master Plans  
Modules Open 15 September and Close 31 October 2021
- o Partnerships  
Module Open 1 October and Close 14 November 2021

All links below are restricted to U.S. Army Corps of Engineers users.

- o [NRM Assessment Tool](#)
- o Webinars & Training materials are available for each of the modules once you log into the system.

NRM Assessment Tool



# NRM Assessment Tool: Volunteers

https://gateway.erdc.dren.mil/nrm/rec-best/nrm.cfm



## NRM Assessment Tool

Welcome to the NRM Assessment Tool. There are multiple Modules within the NRM Assessment Tool to facilitate the annual OMBIL update along with the annual Rec-Assessment. All data within the OMBIL Update Modules will be uploaded into OMBIL, the database of record for our NRM project and PSA data.

### OMBIL Update Modules 2021

- Recreation PSA Module - Submit PSA Additions and Corrections via Forms by 15 August
- NRM Module (Annual Project, Interpretive Contacts, Special Events, & Law Enforcement Contracts) - Open 15 September and Close 31 October
- Environmental Stewardship Module (Shoreline & Boundary only) - Open 15 September and Close 31 October
- Partnerships Module - Open 1 October and Close 14 November

[NRM User's Group Members](#)

#### Log in

Select your project from drop down list and enter password

Select Project  Password   ←

#### Create Password

Select your project from drop down list. If you don't see your project, an account may already be created.

Select Project

If your project has not logged into NRM Assessment before, you will need to select your project from this list and create a password.

#### FY21 Final Data

##### PSA Module

- [PSAs](#)

##### NRM Module

- [PSA Detail](#)
- [Volunteers](#)
- [Passes](#)
- [Project Roads](#)
- [Project Trails](#)
- [Title 18 Offenses](#)
- [Interpretive Contacts and Events](#)
- [Law Enforcement](#)
- [Special Events](#)
- [Master Plan Determination](#)
- [Project Detail](#)

##### ES Module

- [Shoreline Management](#)
- [Boundaries](#)
- [Encroachments and Trespasses](#)
- [Master Plans](#)
- [Fire Management](#)
- [Cultural Resources](#)
- [Pollinators](#)
- [Vegetation Classification](#)
- [Land Classification](#)
- [Invasive Species](#)
- [Federal Special Status Species](#)

If you'd like to review FY 21 data, click on this link to open a spreadsheet with your data.

- [Partnership Module](#)



# NRM Assessment Tool: Volunteers

<https://gateway.erdc.dren.mil/nrm/rec-best/nrm.cfm>



## NRM Assessment Tool

### Current Status

7/29/21

### Log In

#### OMBIL Update Modules

- [Recreation PSA Module](#)
- [NRM Module \(Annual Project, Interpretive Contacts, Special Events, & Law Enforcement Contracts\)](#)
- [Environmental Stewardship Module](#)
- [Partnerships Module](#)

Select Partnerships Module to enter data for volunteers who served as part of a partner organization

Open 1 Oct – 15 Nov

Select NRM Module to enter total volunteer program data

Open 15 Sep – 31 Oct



# NRM Assessment Tool: NRM Module Volunteers



## NRM Assessment Tool

### Assessment

- [Recreation PSA Module](#)
- [NRM Module](#)
- [Env Stewardship Module](#)
- [Partnership Module](#)

### NRM Module

Welcome to the NRM Module of the NRM Assessment Tool. This module is replacing your annual OMBIL update for Volunteers, Passes, Roads, Title 18, Interpretive Contacts, Special Events, & Law Enforcement Contracts.

#### Directions

1. Successfully completing the annual update requires completing **ALL** steps in this module.
2. Project Site Area (PSA) Detail information must be entered for each **CORPS MANAGED** PSA listed. This information is utilized in the budget build.
3. Review each step. Each project may or may not have a **SPECIFIC PROGRAM** or **ACTIONS** for this fiscal year (FY). To update each step click the name/program.
4. If your project does not have a **SPECIFIC PROGRAM** (Ex: Special Events) for this FY, click **NO** and **SUBMIT**. No further action needed.
5. For each **Step/PROGRAM** with updates, click on the name, then enter **FY20** information.

- [Webinar](#)
- [Questions & Answers](#)
- [User's Group](#) - Reach out to your Division representative for assistance if needed.

#### HQ USACE

##### In Review

Training	Modules	Updated	Project Program OR No Activity this FY
<a href="#">i</a>	<a href="#">Step 1 - PSA Detail</a>		
<a href="#">i</a>	<a href="#">Step 2 - Volunteer Information</a>		<input type="radio"/> No
<a href="#">i</a>	<a href="#">Step 3 - Passes</a>		<input type="radio"/> No
<a href="#">i</a>	<a href="#">Step 4 - Public &amp; Service Roads</a>		
<a href="#">i</a>	<a href="#">Step 5 - Project Trails</a>		<input type="radio"/> No
<a href="#">i</a>	<a href="#">Step 6 - Title 18</a>		<input type="radio"/> No
<a href="#">i</a>	<a href="#">Step 7 - Interpretive Contacts</a>		<input type="radio"/> No
<a href="#">i</a>	<a href="#">Step 8 - Special Events</a>		<input type="radio"/> No
<a href="#">i</a>	<a href="#">Step 9 - Law Enforcement Contracts</a>	----	<input checked="" type="radio"/> No
	<a href="#">Summary</a>		

Select Step 2: Volunteer Information to enter total number of volunteers, total hours, and incidental expenses

Select Step 3: Passes to enter total number of ATB Volunteer Passes, and total number of Corps Annual Day Use Passes issued to volunteers for 100 hours of service



# NRM Assessment Tool: Partnerships Module

## NRM Assessment Tool

### Log In

#### Current Status

7/29/21

#### OMBIL Update Modules

- [Recreation PSA Module](#)
- [NRM Module \(Annual Project, Interpretive Contacts, Special Events, & Law Enforcement Contracts\)](#)
- [Environmental Stewardship Module](#)
- [Partnerships Module](#)

Select Partnerships Module to enter data for volunteers who served as part of a partner organization

*Open 1 Oct – 15 Nov*

# NRM Assessment Tool

## Assessment

- [Recreation PSA Module](#)
- [NRM Module](#)
- [Env Stewardship Module](#)
- Partnership Module

## Partnership Module

Welcome to the Partnership Module of the NRM Assessment Tool. This module is replacing your annual OMBIL update.

### [Webinar](#)

#### In Review

There are currently no Partnerships in the system. If you have a Partnership, you may [Start a New Entry](#)

If this is correct, please verify by signing below and provide a short explanation

Please enter your name to represent your signature

Approve & Submit

If you have entered No Partnerships in previous years, you will see this screen which asks you to enter new partnerships or verify that you still do not have any partnerships. An explanation and signature are mandatory. A member of the PAC team may follow up with your project.





# NRM Assessment Tool: Partnerships Module

## NRM Assessment Tool

### Assessment

- [Recreation PSA Module](#)
- [NRM Module](#)
- [Env Stewardship Module](#)
- Partnership Module

### Partnership Module

Welcome to the Partnership Module of the NRM Assessment Tool. This module is replacing your annual OMBIL update.

[Webinar](#)

Click here for a refresher on how to enter your partnership data.

HQ USACE

#### In Review

- Step 1 - Review Partnerships
  - [See All of Your Partnerships](#)
  - [Contributions Program](#)
  - [Cooperative Agreement](#)
  - [Economy Act Partnership](#)
  - [Memorandum of Understanding/Memorandum of Agreement \(MOU/MOA\)](#)
- Step 2 - Annual Update
  - [See All of Your Partnerships](#)
  - [Contributions Program](#)
  - [Cooperative Agreement](#)
  - [Economy Act Partnership](#)
  - [Memorandum of Understanding/Memorandum of Agreement \(MOU/MOA\)](#)
- [Summary](#)

Click here to view all of your partnerships (Check to see if they are all accounted for from FY21)

Click here to enter your partnership and volunteer data

If you have entered partnerships in previous years, you will be taken to this screen to review past partnerships and enter FY22 data.

# NRM Assessment Tool

## Partnership Module - Step 1 - Review Partnerships

HQ USACE

Click "Organization Name" IF you need to edit the data NOT editable in table below (Type and Effective Date)

### ADD New Partnership Agreement

Review the type, purpose, business line, and description for accuracy. If you need to edit the info, click on the partner name

Organization	Partner Organization Type	Purpose	BL	Co-Partners	Active This FY	Terminated	
<b>Contributions Program</b>							
<a href="#">Adventure Scientists</a>	Nonprofit, Quasi Public, Or Community Organization	Environmental Stewardship	ES		No Activity	Terminate	-----
	Provided webinars						
<a href="#">Agents of Discovery</a> <i>New Agreement</i>	Business (Concessionaire, Company, Sole Proprietorship)	Education	RC	US Forest Service	No Activity	Terminate	DELETE
	Webinars to showcase AOD app 201-2040 Springfield Rd Kelowna, BC, Canada V1Y9N7						
<a href="#">American Recreation Coalition</a>	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC		No Activity	Terminate	-----
	Recreation non-profit lobbying organization						
<a href="#">Clean Trails</a> <i>New Agreement</i>	Nonprofit, Quasi Public, Or Community Organization	Environmental Stewardship	ES		No Activity	Terminate	DELETE
	Webinar on clean up days Unlisted Evergreen, CO 80439						
<a href="#">DC Park Rx</a>	Nonprofit, Quasi Public, Or Community Organization	Health and Safety	RC		No Activity	Terminate	-----
	Park Rx webinar						
<a href="#">iNaturalist</a>	Business (Concessionaire, Company, Sole Proprietorship)	Environmental Stewardship	ES		No Activity Activity	-----	-----
	Provided webinar						
<a href="#">National Wildlife Federation</a>	Nonprofit, Quasi Public, Or Community Organization	Environmental Stewardship	ES		No Activity Activity	-----	-----
	Provided webinar on pollinators						

### Assessment

Partnership Module

### Module

#### Step 1 - Review

- See All
- Contributions Program
- Cooperative Agreement
- Economy Act Partnership
- Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)

#### Step 2 - Annual Update

- See All
- Contributions Program
- Cooperative Agreement
- Economy Act Partnership
- Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)

### Summary



# NRM Assessment

Edit the partnership type, organization type, purpose, business line, description, name of co-partners as needed, and click Update.

## Partnership Module - Step 1 - Review Partnerships

HQ USACE

<b>Partnership Type</b>	Contributions Program
<b>Organization</b>	Adventure Scientists
<b>Partner Organization Type</b>	Nonprofit, Quasi Public, Or Community Organization
<b>Purpose</b>	Environmental Stewardship
<b>Business Line</b>	Environmental Stewardship
<b>Description</b>	Provided webinars
<b>Co-Partner</b>	

Update

### Assessment

Partnership Module

### Module

#### Step 1 - Review

- See All
- Challenge Partnership
- Contributions Program
- Cooperative Agreement
- Economy Act Partnership
- Handshake Partnership
- Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)

#### Step 2 - Annual Update

- See All
- Contributions Program
- Economy Act Partnership
- Handshake Partnership
- Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)

### Summary



# NRM Assessment Tool: Adding a Partner



## NRM Assessment Tool

### Partnership Module - Step 1 - Review Partnerships

#### Lake Sonoma / Warm Springs Dam (Dry Creek Lake and Channel)

Click "Organization Name" IF you need to edit the data NOT editable in table below (Type and Effective Date)

[ADD New Partnership Agreement](#)

Click here to add any new partnerships

Organization	Type	Purpose	BL	Co Partner	Active This FY	Terminated
<b>Challenge Partnership</b>						
<a href="#">SONOMA COUNTY</a>	Local Governmental Agency	Education	ES		No Activity	Terminate
	Coho Salmon Interp film for the hatchery					
<b>Contributions Program</b>						
<a href="#">BACKCOUNTRY HORSEMAN</a>	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC		No Activity	Terminate
	The Backcountry Horseman of Sonoma County provides maintenance and enhancements on project lands.					
<a href="#">Bike Monkey</a>	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC		No Activity	Terminate
	Bike Monkey has provided services to maintain and enhance trail system at Lake Sonoma.					
<a href="#">California State Parks</a>	State Agency(Other Than Military)	Recreation	RC		No Activity	Terminate
	Contributing 50+ life jackets for visitors to use when recreating in the lake.					
<a href="#">Sonoma County Bowmen</a>	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC		No Activity	Terminate
	Sonoma County Bowmen provide ehancements and maintenance of recreation facilities.					
<b>Cooperating Association</b>						
<a href="#">FRIENDS OF LAKE SONOMA</a>	Other	Environmental Stewardship	RC		No Activity	Terminate
	LICENCE FOR USE OF THE VISITOR CENTER					
<b>Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)</b>						
<a href="#">CALIFORNIA DEPARTMENT OF FISH &amp; WILDLIFE</a>	State Agency(Other Than Military)	Environmental Stewardship	ES		No Activity	Terminate
	MANAGEMENT OF THE FISH HATCHERY - AMENDMENT					
<a href="#">CALIFORNIA DEPARTMENT OF FISH &amp; WILDLIFE</a>	State Agency(Other Than Military)	Environmental Stewardship	ES		No Activity	Terminate
	MANAGEMENT OF THE FISH HATCHERY					
<a href="#">National Public Lands Day</a>	Nonprofit, Quasi Public, Or Community Organization	Environmental Stewardship	ES		No Activity	Terminate
	NPLD					
<a href="#">U.S. Coast Guard Auxillary</a>	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC		No Activity	Terminate
	USCG Auxillary Sonoma Floatilla 55 provides inspections and education to boaters.					

Assessment

Partnership Module

Module

Step 1 - Review

- See All
- Challenge Partnership
- Contributions Program
- Cooperating Association
- Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)

Step 2 - Annual Update

- See All
- Challenge Partnership
- Contributions Program
- Cooperating Association
- Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)

Summary

# NRM Assessment Tool

## Partnership Module - Step 1 - Review Partnerships

### Lake Washington Ship Canal

Click "Organization Name" IF you need to edit the data NOT editable in table below (Type and Effective Date)

#### [ADD New Partnership Agreement](#)

Your new partnership will show up as a 'New Agreement'  
If you entered a new partner in error, you can choose to delete.

Organization	Partner Organization Type	Purpose	BL	Co-Partners	Active This FY	Terminated	
<a href="#">Contributions Program</a>							
<a href="#">Back Country Horsemen of America</a> <i>New Agreement</i>	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC	1 American Hiking Society	No Activity	Terminate	DELETE
	Equestrian trail maintenance 59 Rainbow Road East Granby, CT 06029						
<a href="#">Bellevue Botanical Garden</a>	Nonprofit, Quasi Public, Or Community Organization	Education	ES	0 Greater Seattle Fuchsia Society; Puget Sound Daylily Club; Discover Your Northwest; Cistus Nursery; University of Washington Botanical Gardens; Dunn Garden; Edmunds Community College Horticultural dept; Elizabeth C Miller Botanical Garden; Garden Conserva	No Activity	Terminate	-----
	LWSC Centennial Community Gardening Event - 21 partners						
<a href="#">Discover Your Northwest</a>	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC	Boeing Employees Concert Band; Barneleikarringen; Tango at the Locks; Highline Community Symphonic Band; Cascadia Big Band; Sound and Fury Morris and Sword; Elliot Bay Pipe Band; East side Modern jazz; Kirkland City Orchestra; The Professor Gadget Sax qua	No Activity	Terminate	-----
	Summer Concert Series at LWSC						
<a href="#">Discover Your Northwest</a>	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC	KNKX	No Activity	Terminate	-----
	LWSC Special Event - Jazz Festival (2 Partners - DYNW KNKX)						
<a href="#">Discover Your Northwest</a>	Nonprofit, Quasi Public, Or Community Organization	Environmental Stewardship	ES	Issaquah Fish Hatchery; WRIA 8 Bellevue Stream Team; Stewardship Partners; Washington Council of Trout Unlimited; National Wildlife Federation Pacific; National Oceanic and Atmospheric Administration (NOAA); Salish Seas Expedition Inc; American Fisheries	No Activity	Terminate	-----
	Fisheries Day at Lake Washington Ship Canal						
<a href="#">Discover Your Northwest</a>	Nonprofit, Quasi Public, Or Community Organization	Education	RC	History Link	No Activity	Terminate	-----
	Centennial Documentary						
<a href="#">Friends of the Ballard Locks</a>	Military Organization	Education	RC	0 Ranier Valley Historical Society; Seattle's totally relaxed ukelele musicians; History Link; Fremont Historical Society; East Side Heritage Society; Puget Sound Maritime Historical Society; The Center for Wooden Boats; American Society of Civil Engineers	No Activity	Terminate	-----



# NRM Assessment Tool: Step 2 Annual Data Entry



## NRM Assessment Tool

### Partnership Module - Step 2 - Annual Update

HQ USACE

Please be sure to fill in ALL fields below. You may use TAB key to move between fields.

Note: Volunteer hourly rate for FY21 is \$28.54

Fill in all boxes and click Update FOR EACH LINE to save and complete calculations.

Assessment

Partnership Module

Module

Step 1 - Review

See All

Challenge Partnership

Contributions Program

Cooperative Agreement

Economy Act Partnership

Handshake Partnership

Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)

Step 2 - Annual Update

See All

Contributions Program

Economy Act Partnership

Handshake Partnership

Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)

Summary

Type	Organization	Number of Co-Partners	Number of Volunteers	Volunteer Hours	Value of Services	Partner Value				Corps Costs					TOTAL	Update	
						Value of Sales	Funds Invested	Professionsl Services Provided	Material & Equipment Donated	Total Partner Value	HQ Investment	Contract Cost	Materials & Equipment	Corps Labor Hours			Total Corps Cost
Contributions Program	Outdoor Recreation Roundtable (Formerly American Recreation Coalition)	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	\$ 0.00	Update
	Business calls, advocacy work, Partners Outdoors planning, Legends/Beacon awards																
Contributions Program	Recreate Responsibly	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	\$ 0.00	Update
	A coalition of more than 750 nonprofits, outdoor businesses, and land managers developing and sharing best practices to protect each other and our natural landscapes. An active working group that seeks to unify and amplify commonsense practices for safely getting outside while protecting the places we love during and after COVID-19.																
Cooperative Agreement	Student Conservation Association	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	\$ 0.00	Update
	SCA VERS and water safety interns																
Economy Act Partnership	Department of Interior	<input type="text"/>	<input type="text"/>	<input type="text"/>	---	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00		Update
	RIS partnership																
Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)	Back Country Horsemen of America	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	\$ 0.00	Update
	Developed new national MOU and provided webinars																
Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)	CNREF	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	\$ 0.00	Update
	Non-profit advocacy organization dedicated to the stewardship of the environmental cultural educational and outdoor recreation resources associated with the Corps NRM mission.																
Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)	Leave No Trace	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	\$ 0.00	Update
	National nonprofit organization for responsible recreation use. HQ MOU and monthly participation in board meetings																
Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)	National Environmental Education Foundation (NEEF)	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	---	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00	\$ 0.00	Update
	Environmental Education organization																



# NRM Assessment Tool: Summary



## NRM Assessment Tool

### Partnership Module - Summary

#### Lake Washington Ship Canal

- Assessment
- Partnership Module
- Module

- Step 1 - Review
- See All
- Contributions Program
- Cooperating Association
- Handshake Partnership
- Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)
- Step 2 - Annual Update
- See All
- Contributions Program
- Cooperating Association
- Handshake Partnership
- Memorandum of Understanding/Memorandum of Agreement (MOU/MOA)
- Summary

Organization	Partner Organization Type	Purpose	Business Line	Co-Partners	Number of Co-Partners	Number of Volunteers	Volunteer Hours	Partner Value					Corps Costs					TOTAL	
								Value of Services	Value of Sales	Funds Invested	Professionl Services Provided	Material & Equipment Donated	Total Partner Value	HQ Investment	Contract Cost	Materials & Equipment	Corps Labor		Total Corps Cost
<b>Contributions Program</b>																			
Back Country Horsemen of America <i>New Agreement</i>	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC	American Hiking Society	1	109	6700	165423	---	500	0	1000	\$ 166,923.00	---	0	600	5000	\$ 5,600.00	\$ 172,523.00
Equestrian trail maintenance 59 Rainbow Road East Granby, CT 06029																			
Bellevue Botanical Garden	Nonprofit, Quasi Public, Or Community Organization	Education	ES	Greater Seattle Fuchsia Society; Puget Sound Daylily Club; Discover Your Northwest; Cistus Nursery; University of Washington Botanical Gardens; Dunn Garden; Edmunds Community College Horticultural dept; Elizabeth C Miller Botanical Garden; Garden Conserva	0				---				\$ 0.00	---				\$ 0.00	\$ 0.00
LWSC Centennial Community Gardening Event - 21 partners																			
Discover Your Northwest	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC	Boeing Employees Concert Band; Barneleikarringen; Tango at the Locks; Highline Community Symphonic Band; Cascadia Big Band; Sound and Fury Morris and Sword; Elliot Bay Pipe Band; East side Modern jazz; Kirkland City Orchestra; The Professor Gadget Sax qua					---				\$ 0.00	---				\$ 0.00	\$ 0.00
Summer Concert Series at LWSC																			
Discover Your Northwest	Nonprofit, Quasi Public, Or Community Organization	Recreation	RC	KNKX					---				\$ 0.00	---				\$ 0.00	\$ 0.00

You must "Approve/Submit" this Project.

Please enter your name to represent your signature

You must "Approve" this Project for District/Division

Please enter your name to represent your signature

Do not forget to sign and click Approve & Submit to save your data. You can still make changes after selecting submit.

District or Division must also approve data.



# Partnerships in NRM – Common Errors

## Special events

Many people forget that the contributions provided by partners is considered a partnership and has value.

Be sure to enter the partner info for Kids to Parks Day, National Public Lands Day, FLW fishing events, CAST fishing events, Get Outdoors Day, Bass Pro special events, etc.

The partner value should include the value of their time, and supplies they provide for the event (this can be booth space or marketing materials).





# Entering National Public Lands Day (NPLD) Events



- 1) Enter volunteer data into the NRM Module of NRM Assessment Tool
  
- 2) Enter the event into the Partnerships module of NRM Assessment
  - a) If other partners are involved, list National Environmental Education Foundation (NEEF) as the primary partner and all others as co-partners (Do not enter NPLD as the partner name.)
  - b) If no other partners are participating in the event, just list NEEF as the primary partner
  - c) Partner contribution should be the volunteer hours performed within the scope of the event.



# Partnerships in NRM Assessment – Common Errors



## National MOUs

If a partner is on the list of national MOUs and there is not some other agreement type involved in the project, make sure to select MOU. Many lakes also have local MOUs.



# Partnerships in NRM Assessment – Common Errors



## Cooperating Association

There is a pick-list for these associations. If you have an official association that is not on the list, let Heather Burke know and she will get it added.

Every one of these organizations should have some type of value associated with them for the year.



# Partnerships in NRM Assessment – Common Errors



## Contributions

Volunteer service value for individuals should not be included in the partnership section of NRM Assessment, unless they have also contributed funds, material/ supplies.

Volunteers that work as part of an organization can be included here along with the value of funds, services, and materials contributed.

Volunteers that serve in an outgranted area (leased or licensed area) should not be counted in NRM Assessment unless they are working directly for USACE in that area and signed up on a OF301a form.



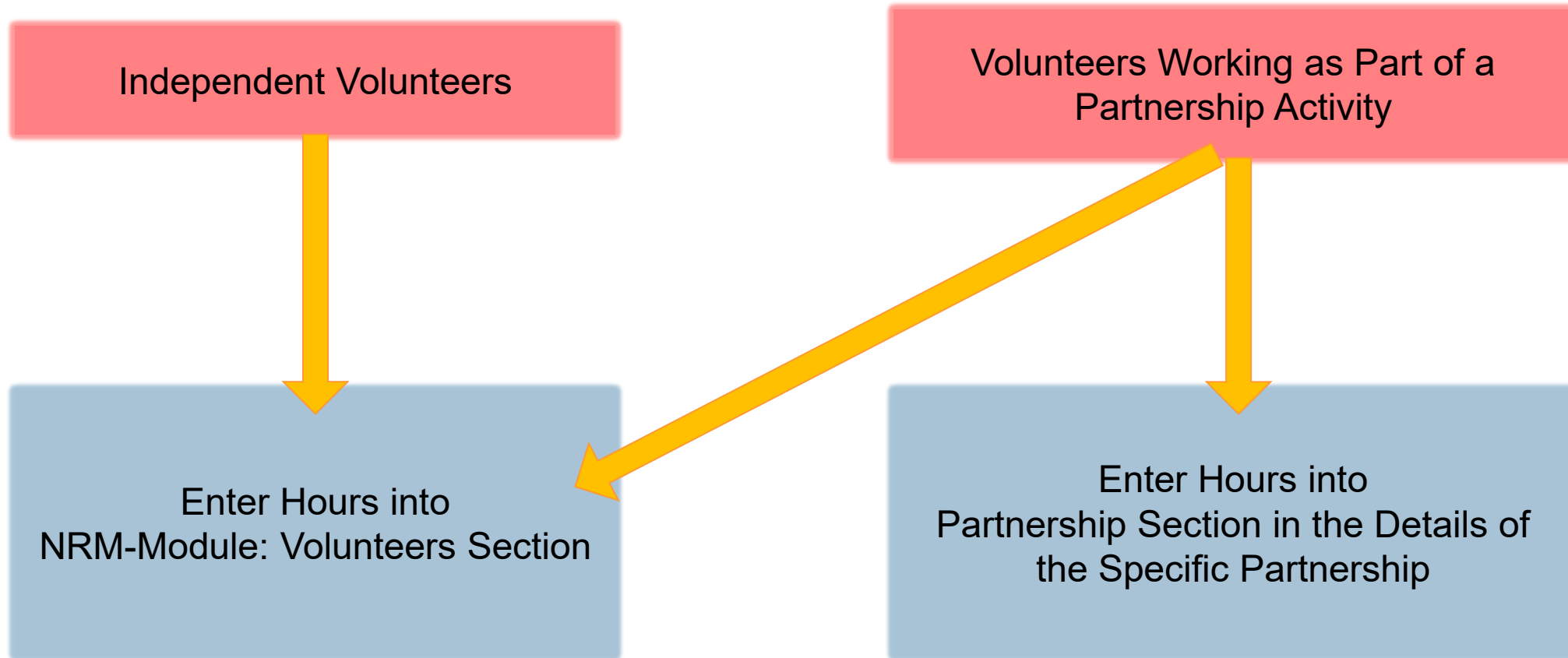
# Volunteer Reporting in NRM Assessment/OMBIL



- Volunteer data must be captured each year during October in the NRM Assessment tool
- Annual Project Data Update: Record total number of volunteers, volunteer hours, and reimbursed incidental expenses
- Annual Partnerships Update: Record number of volunteers and volunteer hours that the partner provides
- Hours served by SCA and other youth conservation corps groups should be entered as volunteer hours in both update sections.
- USACE and other federal agencies use the Independent Sector's hourly rate as set by the Bureau of Labor Statistics each spring to calculate the value of service per hour, regardless of age or activity. No cost of living or other adjustments of any kind may be made to this rate.



# Where You Should Enter Volunteer Hours





# Volunteer Data Decision Tree

Available on NRM Assessment/OMBIL Partnerships FAQ page and Volunteer Program FAQs page:

<http://corpslakes.usace.army.mil/employees/faqs.cfm?Id=partner-OMBIL&Nav=partner&View=Yes>

<https://corpslakes.erd.c.dren.mil/employees/faqs.cfm?Id=volunteer&View=Yes>

## How to Enter Volunteer Data in NRM Assessment

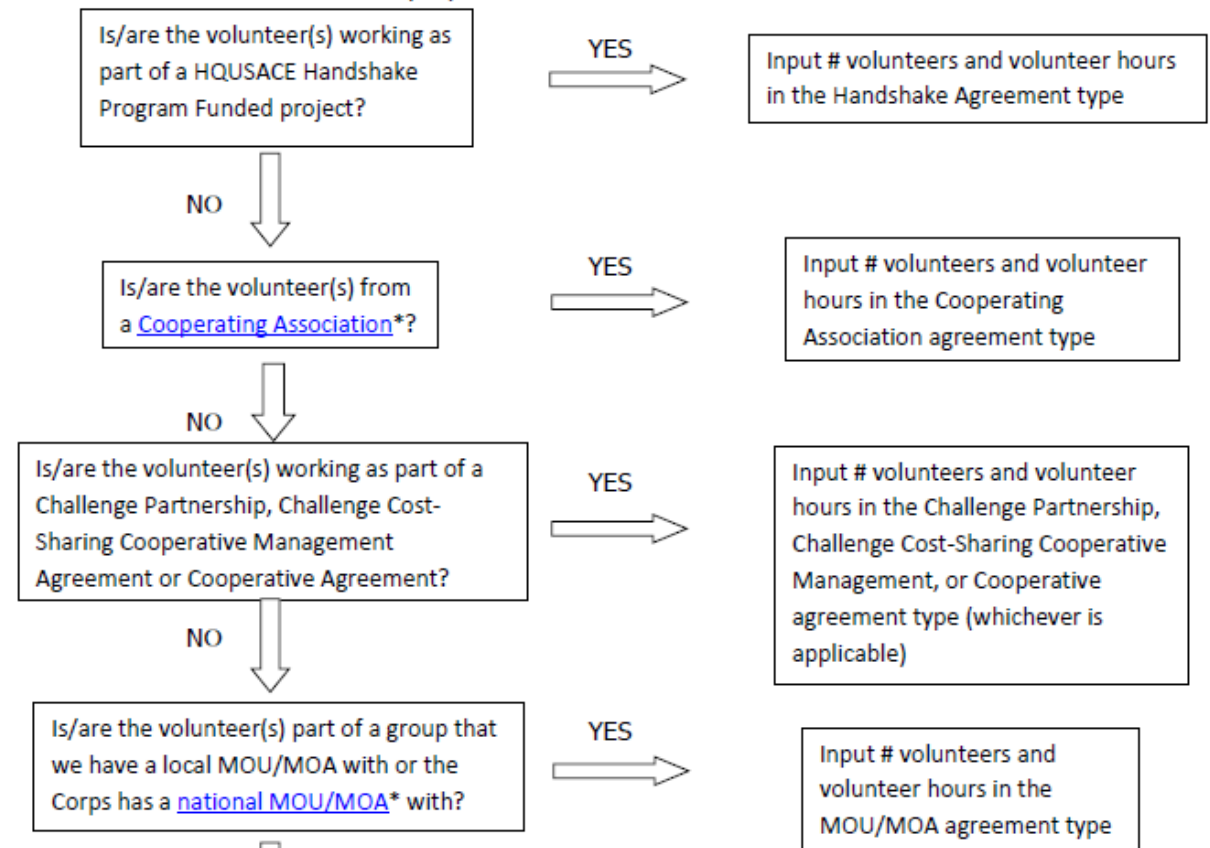
### Step 1. NRM Assessment Tool NRM Module, Step 1- Volunteer Information

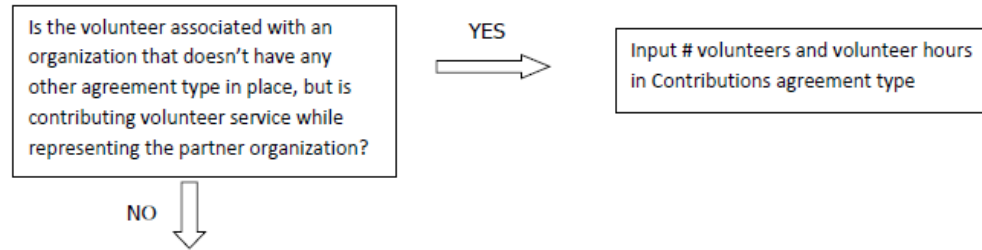
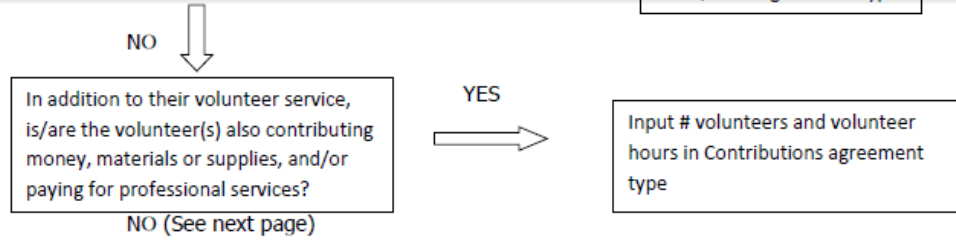
Enter ALL volunteer hours in this section of the NRM Assessment Tool. This is where you will capture the total number of volunteers, total hours of volunteer service (which will auto-calculate the total value of the service), and total incidental expenses reimbursed to all volunteers for the FY.

### Step 2. NRM Assessment Tool Partnership Module

In addition to gathering information about the overall number of volunteers, hours, and value, we are also trying to capture more detailed data about volunteers that are part of a partnership. Some volunteers such as camp hosts, gate attendants, and other individuals who volunteer may only be counted in the NRM Module update. Other volunteers that are part of a partner organization should also have their hours counted in the Partnership Module update.

Please use the flow chart below to determine whether to count a particular individual volunteer's or group of volunteers' hours in the Partnership Update section of OMBIL.





If you answer No to all of the questions above, the data for these volunteers will ONLY be input in the NRM Module Update section of NRM Assessment, not under the Partnerships Module. If you answer Yes to any of the questions above, input the data into the first category with a Yes answer starting from the top down. Some volunteers may fit into multiple categories, but you should input the data in the first applicable category encountered in the flow chart.

Example 1: A volunteer group from IMBA (International Mountain Biking Association) may provide service to the Corps as part of a Challenge Partnerships Agreement, but they are also part of a national MOU. Because the Challenge Partnership agreement is an agreement for a limited, specific period of time and project, the volunteer hours for the particular project in the agreement should be input in the Challenge Partnership category instead of the MOU. If IMBA also volunteers hours not related to the Challenge Partnership Agreement, those additional hours would be input separately in the MOU category.

Example 2: Volunteers from a Cooperating Association, such as the Friends of Raystown Lake provide services for a project that is part of a Handshake Agreement. These hours should be input in the Handshake category instead of the Cooperating Association category, because the Handshake agreement is for a specific project. Additional hours volunteered by Association members such as working in a bookstore, creating interpretive materials, or managing a campground should be captured in the Cooperating Association category if they are not specifically associated with the Handshake project.

\*See [NRM Gateway MOU/MOU page](#) for list of national organizations with MOU/MOA and [NRM Gateway Cooperating Association page](#) for list of associations in NRM Assessment/OMBIL. There is a pick-list of national organizations and cooperating associations already in the NRM Assessment Tool. If you have a new cooperating association that is not on the list, please contact Heather Burke to get it added to the system.





# Entering Volunteer Hours Correctly

What NRM Assessment **DOESN'T** auto calculate:

- Total number of volunteer hours worked
  - Enter the TOTAL HOURS, not hours per volunteer
  - If you have 5 volunteers that worked 3 hours each, total volunteer hours should be 15 (not 3)

Type	Organization	Number of Co-Partners	Number of Volunteers	Volunteer Hours	Value of Services
Contributions Program	Outdoor Recreation Roundtable (Formerly American Recreation Coalition)	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ 0.00

What NRM Assessment **DOES** auto calculate:

- Value of volunteer service
  - Automatically multiplies the total number of hours times the annual “value of volunteer service” set forth by the independent sector.



# Tracking Materials Costs

Make sure that materials costs are included in your partnership data.

- If a Boy Scout Troop comes to work on your project and they bring their own gloves, include the cost of gloves in their contribution.
- If a project vehicle is used to move materials to volunteer sites around the project, include an estimate for vehicle cost to your materials provided to the partnership.



# Partnerships in NRM Assessment Tool – Common Errors



**Handshake** (This is not the same thing as an informal partnership where you ‘shake hands’ with the partner.)

This partnership type should only be selected for those projects that have received handshake funds from HQUSACE in the past 3 fiscal years.

Once the handshake funded project is complete, if you still work with the partner in future years, you'll need to make that a new partnership type to reflect the work (i.e. contribution, MOU, challenge partnership as applicable)



# Partnerships in NRM Assessment Tool – Common Errors



## Economy Act

This partnership type should only be used when USACE is paying for another Federal agency's services or vice versa. This involves the combination of an FS 7600a (formerly MOA/Interagency Agreement) and FS7600b to transfer funds.

For data purposes, when USACE is purchasing services from the other agency:

- The amount we pay the other federal agency (to provide their service to us), input in the Partner Professional Services Provided column.
- If they have used their own materials/equipment, include that in the Partner Materials/Equipment column
- Cost to route the Economy Act Agreement through Contracting (Grants Officer), input in the Corps Contract Costs column.
- Cost of Corps field staff time to work with the other federal agency implementing the project, input in Corps Labor.
- Cost of materials and supplies (if any) from the Corps, input in Materials/Equipment



# Partnerships in NRM Assessment Tool – Common Errors



## Zero values

All of the prior year partners are automatically loaded into the system.

If a particular partner did not do anything with the project this year, it needs to be marked as No Activity.

Do not put zeros in every data field if the partner was not active.



# Partnerships in NRM Assessment Tool – Common Errors



## Corps Labor Hours

We need to continue focusing on getting the Corps costs entered in addition to the partner value.

There is always going to be an employee's time that should be captured in the Corps Labor Hours column.

We are also missing out on a lot of materials/ equipment value that we bring to these partnerships.

*Enter CORPS HOURS instead of \$\$ of Corps Labor. The value will be auto calculated in the reports.*



# Data Field Definitions

- **Value of sales** (only for cooperating associations) - total value of gross sales returned to the project in accordance with the agreement.
- **Funds invested** - total dollar amount of cash funds invested by the partner (excluding bookstore sales funds reinvested in project)
- **Professional services provided** - total \$ value of professional services (i.e. engineer donating time to draft up plans and specifications or a grant writer donating professional time to research and write a grant proposal, etc.) provided by the partner. Calculate the value by multiplying the number of hours served times the prevailing hourly service charge.
- **Materials & equipment donated** - total \$ value of materials and equipment provided by the partner. Calculate the value of equipment using the local hourly/daily rental rate cost



# Data Field Definitions



- **HQ investment** (only for Handshake) - the total \$ value received from the Handshake Partnership money provided by HQUSACE
- **Contract Costs**- the total \$ value of services contracted by the Corps for use in conjunction with this agreement
- **Materials & Equipment provided** - the total \$ value of materials and equipment provided by the Corps
- **Corps Labor Hours** - the total number of hours of staff time provided by the Corps. This number will later be auto-multiplied by an average \$\$ of a park ranger hourly rate to get the dollar value.