



## OMBIL SWITCHBOARD

HAT

01 ADMIN REC HAT

DIVISION

SOUTHWESTERN DIVISION

DISTRICT

FORT WORTH

PROJECT SITE

BARDWELL LAKE

PROJECT SITE AREA

BARDWELL LAKE

FACILITY

BARDWELL DAM

**10g Test System****\*\* LEGEND HELP IS AVAILABLE  
USING THE "HELP" MENU OPTION \*\***

Business Function

- COMMON
- ENVIRONMENTAL COMPLIANCE
- FLOOD RISK MANAGEMENT
- HYDROPOWER
- RECREATION
- ENVIRONMENT - STEWARDSHIP
- NAVIGATION
- WATER SUPPLY

Launch

Refresh

Help

Available Forms &amp; Reports

 Data Input Forms  Reports

REC - PARTNERSHIP AGREEMENTS

The update process starts on the Switchboard. Make sure that the Recreation button is checked and under Available Forms and Reports, that the Data Input Forms button is checked. Then select the REC-PARTNERSHIP AGREEMENTS and click on the launch button.



## PARTNERSHIP AGREEMENTS

Agreement Type

ALL TYPES

Organization

ALL ORGANIZATIONS

Organization Type

ALL TYPES

Show Selected

Create New

Annual Data

Project Site

BARDWELL LAKE

Organization	Code	Agreement Type	Date Effective	Description		
TEXAS EQUESTRIAN TRAIL RIDERS ASSOCIATION	COP	COOPERATING ASSOCIATION	14-MAR-2003	TETRA will will develop, operate and maintai	...	View/Edit
TEXAS EQUESTRIAN TRAIL RIDERS ASSOCIATION	MOA	MEMORANDUM OF UNDERSTANDING	01-OCT-2004	Horse Trail Maintenance, Installation1188 hrs	...	View/Edit
Wal-Mart	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Test of System	...	View/Edit
Owen Consultants	CCS	CHALLENGE PARTNERSHIP	29-JUL-2010	Upgrade Group Shelters	...	View/Edit
U.S. FISH & WILDLIFE SERVICE	ECA	ECONOMY ACT PARTNERSHIP	31-AUG-2010	test of System	...	View/Edit
BOY SCOUTS OF AMERICA	HCP	HANDSHAKE CHALLENGE PARTNEF	31-AUG-2010	Test of Sysytem	...	View/Edit
Trail Dogs	CCS	CHALLENGE PARTNERSHIP	31-AUG-2010	Build Fitness trail	...	View/Edit
First Baptist Church	MOA	MEMORANDUM OF UNDERSTANDING	31-AUG-2010	Maintain Fitness trail	...	View/Edit
Cabellas	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Water Safety Supplies	...	View/Edit

This opening screen displays all agreements listed in OMBIL for the Project Site (PS). The user can filter what is shown on the screen by selecting an Agreement Type, an Organization (Name), or an Organization Type. Once a filter is selected, click on the "Show Selected" button and the screen will refresh and only show those agreements the user selected. If there are known agreements that don't show up in this list, the user must then click on the "Create New" button and work through the screens to create a new agreement. If no new agreements need to be created, then click on the "Annual Data" button to start the update process or the "View/Edit" button to review and/or update basic partnership information.



PARTNERSHIP AGREEMENTS

Agreement Type: ALL TYPES  
 Organization: ALL ORGANIZATIONS  
 Organization Type: ALL TYPES

- ALL TYPES
- CCS - CHALLENGE PARTNERSHIP
- CNT - CONTRIBUTIONS PROGRAM
- COP - COOPERATING ASSOCIATION**
- ECA - ECONOMY ACT PARTNERSHIP
- HCP - HANDSHAKE CHALLENGE PARTNER

Annual Data

Organization	Code	Agreement Type	Date Effective	Description	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	COP	COOPERATING ASSOCIATION	14-MAR-2003	TETRA will will develop, operate and maintai	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	MOA	MEMORANDUM OF UNDERSTANDIN	01-OCT-2004	Horse Trail Maintenance, Installation1188 hrs	...	View/Edit
Wal-Mart	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Test of System	...	View/Edit
Owen Consultants	CCS	CHALLENGE PARTNERSHIP	29-JUL-2010	Upgrade Group Shelters	...	View/Edit
U.S. FISH & WLDLIFE SERVICE	ECA	ECONOMY ACT PARTNERSHIP	31-AUG-2010	test of System	...	View/Edit
BOY SCOUTS OF AMERICA	HCP	HANDSHAKE CHALLENGE PARTNEF	31-AUG-2010	Test of Sysytem	...	View/Edit
Trail Dogs	CCS	CHALLENGE PARTNERSHIP	31-AUG-2010	Build Fitness trail	...	View/Edit
First Baptist Church	MOA	MEMORANDUM OF UNDERSTANDIN	31-AUG-2010	Maintain Fitness trail	...	View/Edit
Cabellas	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Water Safety Supplies	...	View/Edit
					...	View/Edit

In this example, we have selected Cooperating Association as a filter so that only those type agreements will be displayed.



PARTNERSHIP AGREEMENTS

Agreement Type: COP - COOPERATING ASSOCIATION  
 Organization: ALL ORGANIZATIONS  
 Organization Type: ALL TYPES

Show Selected    Create New    Annual Data

Project Site: BARDWELL LAKE

Organization	Code	Agreement Type	Date Effective	Description		
TEXAS EQUESTRIAN TRAIL RIDERS ASSOCIATION	COP	COOPERATING ASSOCIATION	14-MAR-2003	TETRA will will develope, operate and maintai	...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit

Once the "Show Selected" button is clicked, the screen will refresh and only display the Agreements meeting the criteria specified in the filter.



PARTNERSHIP AGREEMENTS

Agreement Type: ALL TYPES  
 Organization: [Dropdown menu showing: ALL ORGANIZATIONS, BOY SCOUTS OF AMERICA, Cabellas, First Baptist Church, Owen Consultants, **TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION**, Trail Dogs, U.S. FISH & WMLDLIFE SERVICE]  
 Organization Type: ALL TYPES

Show Selected Create New

Project Site  
 BARDWELL LAKE

Organization	Code	Agreement Type	Date Effective	Description	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	COP	COOPERATING ASSOCIATION	14-MAR-2003	TETRA will will developpe, operate and maintai	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	MOA	MEMORANDUM OF UNDERSTANDIN	01-OCT-2004	Horse Trail Maintenance, Installation1188 hrs	...	View/Edit
Wal-Mart	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Test of System	...	View/Edit
Owen Consultants	CCS	CHALLENGE PARTNERSHIP	29-JUL-2010	Upgrade Group Shelters	...	View/Edit
U.S. FISH & WMLDLIFE SERVICE	ECA	ECONOMY ACT PARTNERSHIP	31-AUG-2010	test of System	...	View/Edit
BOY SCOUTS OF AMERICA	HCP	HANDSHAKE CHALLENGE PARTNEF	31-AUG-2010	Test of Sysytem	...	View/Edit
Trail Dogs	CCS	CHALLENGE PARTNERSHIP	31-AUG-2010	Build Fitness trail	...	View/Edit
First Baptist Church	MOA	MEMORANDUM OF UNDERSTANDIN	31-AUG-2010	Maintain Fitness trail	...	View/Edit
Cabellas	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Water Safety Supplies	...	View/Edit
					...	View/Edit

**In this example, we have re-set the Agreement Type to “All Types” and are now filtering On Organization Name. This will limit the display to specific organizations. Click “Show Selected”.**



PARTNERSHIP AGREEMENTS

Agreement Type: ALL TYPES  
 Organization: TEXAS EQUESTRIAN TRAIL RIDERS ASSOCIATION  
 Organization Type: ALL TYPES

Show Selected    Create New    Annual Data

Project Site: BARDWELL LAKE

Organization	Code	Agreement Type	Date Effective	Description	...	View/Edit
TEXAS EQUESTRIAN TRAIL RIDERS ASSOCIATION	COP	COOPERATING ASSOCIATION	14-MAR-2003	TETRA will will develop, operate and maintai	...	View/Edit
TEXAS EQUESTRIAN TRAIL RIDERS ASSOCIATION	MOA	MEMORANDUM OF UNDERSTANDIN	01-OCT-2004	Horse Trail Maintenance, Installation1188 hrs	...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit

As you can see, by filtering on the Organization Name, the display shows all agreements for that organization, regardless of the type of agreement.



PARTNERSHIP AGREEMENTS

Agreement Type: ALL TYPES  
 Organization: ALL ORGANIZATIONS  
 Organization Type: ALL TYPES

Show Selected Create New Annual Data

Project Site: BARDWELL LAKE

- ALL TYPES
- FED - FEDERAL AGENCY (OTHER THAN THE CORPUS)
- STA - STATE AGENCY
- LOC - LOCAL GOVERNMENTAL AGENCY
- CON - BUSINESS (CONCESSIONAIRE, COMPANY, SOLE PROPRIETORSHIP)**
- EDU - EDUCATIONAL INSTITUTIONS (SCHOOLS, UNIVERSITIES)
- OTH - OTHER
- RAO - RELIGIOUS AFFILIATION

Organization	Code	Agreement Type	Date Effective	Description	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	COP	COOPERATING ASSOCIATION	14-MAR-2003	TETRA will will develope, operate and maintai	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	MOA	MEMORANDUM OF UNDERSTANDIN	01-OCT-2004	Horse Trail Maintenance, Installation1188 hrs	...	View/Edit
Wal-Mart	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Test of System	...	View/Edit
Owen Consultants	CCS	CHALLENGE PARTNERSHIP	29-JUL-2010	Upgrade Group Shelters	...	View/Edit
U.S. FISH & WLDLIFE SERVICE	ECA	ECONOMY ACT PARTNERSHIP	31-AUG-2010	test of System	...	View/Edit
BOY SCOUTS OF AMERICA	HCP	HANDSHAKE CHALLENGE PARTNEF	31-AUG-2010	Test of Sysytem	...	View/Edit
Trail Dogs	CCS	CHALLENGE PARTNERSHIP	31-AUG-2010	Build Fitness trail	...	View/Edit
First Baptist Church	MOA	MEMORANDUM OF UNDERSTANDIN	31-AUG-2010	Maintain Fitness trail	...	View/Edit
Cabellas	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Water Safety Supplies	...	View/Edit
					...	View/Edit

**In this example, we have re-set the Agreement Type to "All Types" , the Organization To "All Organizations" and are now filtering on Type of Organization. This will limit the display to a specific Type of Organization. Click "Show Selected".**



PARTNERSHIP AGREEMENTS

Agreement Type: ALL TYPES | Organization: ALL ORGANIZATIONS | Organization Type: CON - BUSINESS (CONCESSIONAIRE, COMPANY, S...)

Show Selected | Create New | Annual Data

Project Site: BARDWELL LAKE

Organization	Code	Agreement Type	Date Effective	Description	...	View/Edit
Wal-Mart	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Test of System	...	View/Edit
Owen Consultants	CCS	CHALLENGE PARTNERSHIP	29-JUL-2010	Upgrade Group Shelters	...	View/Edit
Cabellas	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Water Safety Supplies	...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit
					...	View/Edit

By filtering on Business, we now see only a list of those businesses that have agreements at the PS. In order to proceed with the update process, we will re-set the screen one more time to display all agreements.



PARTNERSHIP AGREEMENTS

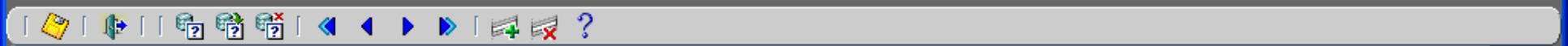
Agreement Type: ALL TYPES  
 Organization: ALL ORGANIZATIONS  
 Organization Type: ALL TYPES

Show Selected    Create New    Annual Data

Project Site: BARDWELL LAKE

Organization	Code	Agreement Type	Date Effective	Description	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	COP	COOPERATING ASSOCIATION	14-MAR-2003	TETRA will will develop, operate and maintai	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	MOA	MEMORANDUM OF UNDERSTANDIN	01-OCT-2004	Horse Trail Maintenance, Installation188 hrs	...	View/Edit
Wal-Mart	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Test of System	...	View/Edit
Owen Consultants	CCS	CHALLENGE PARTNERSHIP	29-JUL-2010	Upgrade Group Shelters	...	View/Edit
U.S. FISH & WLDLIFE SERVICE	ECA	ECONOMY ACT PARTNERSHIP	31-AUG-2010	test of System	...	View/Edit
BOY SCOUTS OF AMERICA	HCP	HANDSHAKE CHALLENGE PARTNEF	31-AUG-2010	Test of Sysytem	...	View/Edit
Trail Dogs	CCS	CHALLENGE PARTNERSHIP	31-AUG-2010	Build Fitness trail	...	View/Edit
First Baptist Church	MOA	MEMORANDUM OF UNDERSTANDIN	31-AUG-2010	Maintain Fitness trail	...	View/Edit
Cabellas	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Water Safety Supplies	...	View/Edit
					...	View/Edit

If you want to see more detailed information about any of the agreements or make corrections to the basic agreement and/or organization information, click on "View/Edit".



PARTNERSHIP AGREEMENTS

Agreement Type: ALL TYPES  
 Organization: ALL ORGANIZATIONS  
 Organization Type: ALL TYPES

Show Selected    Create New    Annual Data

Project Site: BARDWELL LAKE

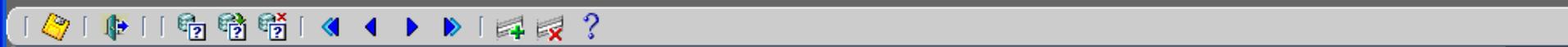
Organization	Code	Agreement Type	Date Effective	Description	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	CO	COOPERATING ASSOCIATION	14-MAR-2003	TEXAS will will develop, operate and maintai	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	M			Installation 1188 hrs	...	View/Edit
Wal-Mart	CF				...	View/Edit
Owen Consultants	CO				...	View/Edit
U.S. FISH & WILDLIFE SERVICE	EC				...	View/Edit
BOY SCOUTS OF AMERICA	HO				...	View/Edit
Trail Dogs	CO				...	View/Edit
First Baptist Church	MO				...	View/Edit
Cabellas	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Water Safety Supplies	...	View/Edit
					...	View/Edit

**Edit Records Enabled**

The Edit and Delete capabilities are active. Deletes and updates will only be made permanent on save. To undo exit form without saving.

OK

The system advises that in the "View/Edit" screen, you can make certain edits and deletions, but if you make an error, you can always exit without saving.



**PARTNERSHIP AGREEMENTS**

Project Site: BARDWELL LAKE

Partnership Type: CONTRIBUTIONS PROGRAM

Primary Organization: Wal-Mart

Description: Test of System

Formal  Informal

Primary Purpose: Recreation

Date Effective: 31-AUG-2010

Co-Partners

Fiscal Year	Partner Value								Corps Value						
	Number of Volunteers	Volunteer Hours	Volunteer Rate	Value of Services	Funds Invested	Professional Services Provided	Materials & Equipment Donated	Total Partner Value	Contract Funds	Services	Materials & Equipment	Total Corps Value	Additional Investments	Total Amount	
2010				\$0				\$0				\$0		\$0	

In this screen, you can make changes to any of the data in the top half of the screen, except that you can only change the effective date if the agreement was created during the current update year (FY10 in this example), i.e. if the agreement has data for prior Fiscal Years, then you cannot change the effective date, but you can make changes to the other data, including Partnership Type, Organization, etc. You can also delete an agreement if it was created during the current update year, i.e. you could delete this entire record by placing the cursor in the Partnership Type datafield and clicking on the Red X. You cannot make changes to any of the FY data in the bottom half of the screen. Changes to the FY data can only be made by completing the Annual Update process described in the remainder of this presentation.





Action Edit Query Record Field Help Window

PARTNERSHIP AGREEMENTS

Project Site: BARDWELL LAKE Description: Test of System

Partnership Type: CONTRIBUTIONS PROGRAM

Primary Organization: Wal-Mart

Co-Partners

Fiscal Year	Number of Volunteers	Volunteer Hours	Volunteer Rate
2010			

AGREEMENT TYPE DESCRIPTION

Find %

Code	Description
CCS	CHALLENGE PARTNERSHIP
CNT	CONTRIBUTIONS PROGRAM
COP	COOPERATING ASSOCIATION
ECA	ECONOMY ACT PARTNERSHIP
HCP	HANDSHAKE CHALLENGE PARTNERSHIP
MOA	MEMORANDUM OF UNDERSTANDING/MEMORANDUM OF AGREEMENT (MOU/MOA)

Find OK Cancel

In this example, we will change the Partnership type from a Contributions Program to a Cooperating Association so you can easily see the differences in the screen. Simply double click on the Partnership Type datafield and this box will pop-up giving you all of the possible types to select from.







**PARTNERSHIP AGREEMENTS**

Project Site: BARDWELL LAKE

Partnership Type: COOPERATING ASSOCIATION

Primary Organization: Wal-Mart

Description: Test of System

Formal  Informal

Primary Purpose: Recreation

Date Effective: 31-AUG-2010

Co-Partners

Fiscal Year	Number of Volunteers	Volunteer Hours	Volunteer Rate	Value of Services	Value of Sales	Number of Paid Staff	Total Amount
2010				\$0			\$0

You can also add Co-Partners to the agreement by clicking on the Co-Partner button located right under the Primary organization.







PARTNERSHIP AGREEMENTS

Agreement Type: ALL TYPES | Organization: ALL ORGANIZATIONS | Organization Type: ALL TYPES

Show Selected | Create New | Annual Data

Project Site: BARDWELL LAKE

Organization	Code	Agreement Type	Date Effective	Description	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	COP	COOPERATING ASSOCIATION	14-MAR-2003	TETRA will will develop, operate and maintai	...	View/Edit
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	MOA	MEMORANDUM OF UNDERSTANDIN	01-OCT-2004	Horse Trail Maintenance, Installation1188 hrs	...	View/Edit
Wal-Mart	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Test of System	...	View/Edit
Owen Consultants	CCS	CHALLENGE PARTNERSHIP	29-JUL-2010	Upgrade Group Shelters	...	View/Edit
U.S. FISH & WLDLIFE SERVICE	ECA	ECONOMY ACT PARTNERSHIP	31-AUG-2010	test of System	...	View/Edit
BOY SCOUTS OF AMERICA	HCP	HANDSHAKE CHALLENGE PARTNEF	31-AUG-2010	Test of Sysytem	...	View/Edit
Trail Dogs	CCS	CHALLENGE PARTNERSHIP	31-AUG-2010	Build Fitness trail	...	View/Edit
First Baptist Church	MOA	MEMORANDUM OF UNDERSTANDIN	31-AUG-2010	Maintain Fitness trail	...	View/Edit
Cabellas	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Water Safety Supplies	...	View/Edit
					...	View/Edit

**When you exit the "View/Edit" screen, you will be returned to this screen. If you discover that you need to add a new agreement, simply Click on the "Create New" button.**



WIZARD

WHAT - Basics of the Partnership Agreement

Partnership Agreement Type

Formal  Informal

Primary Purpose

Description

Partnership Agreement Type Description

Primary Purpose Description

Cancel Next >>

This is the first of several screens that must be completed in order to add a new Agreement to the PS. We will start by clicking on the datafield below Partnership Agreement Type. Note, you will have the option of choosing between Formal and Informal, for partnership types – Contributions and MOUs/MOAs. For all other Types, only formal (written agreements) apply.

Action Edit Query Record Field Help Window

CCS - CHALLENGE PARTNERSHIP  
CNT - CONTRIBUTIONS PROGRAM  
COP - COOPERATING ASSOCIATION  
ECA - ECONOMY ACT PARTNERSHIP  
HCP - HANDSHAKE CHALLENGE PARTNERSHIP  
MOA - MEMORANDUM OF UNDERSTANDING/MEMORANDUM OF AGREEM

Formal  Informal

Primary Purpose

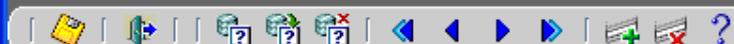
Description

Partnership Agreement Type Description

Primary Purpose Description

Cancel Next >>

This will display the six types of Partnership Agreements that are available for selection. For this exercise, we will select "Economy Act Partnership", which does not offer the choice between Formal and Informal.



WIZARD

WHAT - Basics of the Partnership Agreement

Partnership Agreement Type  
ECA... ECONOMY ACT PARTNERSHIP

Formal  Informal

Primary Purpose

Description

Partnership Agreement Type Description  
Agreements for services and/or supplies with other federal agencies. Congress authorized government agencies to enter into agreements for goods and services when it is in the best interests of each agency and cost savings will result. This kind of agreement requires a determinations and findings approval form that documents verification and approval of legal

Primary Purpose Description

Cancel Next >>

Once the Partnership Agreement Type has been selected, the description box to the right will auto-populate with a pre-formatted description that cannot be changed by the user. Now Click on the datafield below Primary Purpose.

WIZARD

WHAT - Basics of the Partnership Agreement

Partnership Agreement Type

- PED - EDUCATION
- PEN - ENVIRONMENTAL STEWARDSHIP**
- PHS - HEALTH AND SAFETY
- PMI - MILITARY
- PRD - RECREATION

Partnership Agreement Type Description

Agreements for services and/or supplies with other federal agencies. Congress authorized government agencies to enter into agreements for goods and services when it is in the best interests of each agency and cost savings will result. This kind of agreement requires a determinations and findings approval form that documents verification and approval of legal

Primary Purpose Description

Description

Cancel Next >>

**This will display the five broad categories available for selection under Primary Purpose. For this example we will use Environmental Stewardship.**

**WIZARD** [X]

WHAT - Basics of the Partnership Agreement

Partnership Agreement Type  
 ECA - ECONOMY ACT PARTNERSHIP

Formal     Informal

Primary Purpose  
 PENL - ENVIRONMENTAL STEWARDSHIP

Description

Partnership Agreement Type Description  
 Agreements for services and/or supplies with other federal agencies. Congress authorized government agencies to enter into agreements for goods and services when it is in the best interests of each agency and cost savings will result. This kind of agreement requires a determinations and findings approval form that documents verification and approval of legal

Primary Purpose Description  
 A partnership agreement, formal or informal, entered into for the benefit of project environmental stewardship activities.

Cancel                      Next >>

**Once the Primary Purpose has been selected, the description box to the right will auto-populate with a pre-formatted description that cannot be changed by the user.**

WIZARD

WHAT - Basics of the Partnership Agreement

Partnership Agreement Type  
 ECA... ECONOMY ACT PARTNERSHIP

Formal  Informal

Primary Purpose  
 PEN - ENVIRONMENTAL STEWARDSHIP

Description  
 Test of System

Partnership Agreement Type Description  
 Agreements for services and/or supplies with other federal agencies. Congress authorized government agencies to enter into agreements for goods and services when it is in the best interests of each agency and cost savings will result. This kind of agreement requires a determinations and findings approval form that documents verification and approval of legal

Primary Purpose Description  
 A partnership agreement, formal or informal, entered into for the benefit of project environmental stewardship activities.

Cancel Next >>

Next is the description box, where the user gives a detailed explanation of the purpose of the agreement. This is limited to 255 characters, so be concise. Click "Next".



WIZARD

WHEN - Time Period of the Partnership

Date Effective

Cancel      << Back      Next >>

**On this screen, you simply provide the effective date for the agreement by either double clicking on the datafield, which will bring up a calendar, or by typing the date in the correct format – dd-mon-yyyy.**

WIZARD

WHEN - Time Period of the Partnership

Date Effective

Date Effective

Calendar: August 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

OK Cancel

Cancel << Back Next >>

With the calendar function, you simply select the date you want and then click OK.



WIZARD

WHEN - Time Period of the Partnership

Date Effective

31-AUG-2010

Cancel << Back Next >>

**When you click OK on the Calendar (previous screen), the date will auto-populate the datafield. Once the date has been entered correctly, simply Click "Next".**



WIZARD

WHO - Organizations of the Partnership

Who is the Primary Organization ?

Up to 5 secondary organizations that are Co-Partners may be added below

Cancel << Back Next >>

This screen is the first step in selecting a Primary Organization, by name. Simply “double Click” on the datafield and it will bring up another screen where you will either select an existing organization or add a new one.



**WIZARD**

Filter on Organization Type? <input checked="" type="radio"/> No <input type="radio"/> Yes	Type of Organization < NOT SELECTED >	Search Results 2678
Filter on National Organizations? <input checked="" type="radio"/> No <input type="radio"/> Yes	National Organizations < NOT SELECTED >	2678
Filter on State? <input checked="" type="radio"/> No <input type="radio"/> Yes	States < NOT SELECTED >	2678
Has Partnership at Project Site? <input checked="" type="radio"/> No <input type="radio"/> Yes	Project Site BARDWELL LAKE	2678

**Total number of Organizations that will be returned by above selections: 2678**

Organizations

Recommendation

This is the Organization Wizard (which was mentioned earlier when we discussed entering Co-partners to an agreement) and is basically a search engine, with filters, used to find existing Organizations (partners), or create new ones, if the one you are looking for does not exist. In this example we are going to search for the US Fish & Wildlife Service.



**WIZARD**

Filter on Organization Type?	Type of Organization	Search Results
<input type="radio"/> No	EDU - EDUCATIONAL INSTITUTIONS (SCHOOLS, UNIVERSITIES)	0
	<b>FED - FEDERAL AGENCY (OTHER THAN THE CORPS)</b>	
Filter	LOC - LOCAL GOVERNMENTAL AGENCY	0
<input checked="" type="radio"/> No	NPO - NON-PROFIT	0
Filter	OTH - OTHER	0
<input checked="" type="radio"/> No	RAO - RELIGIOUS AFFILIATION	0
	STA - STATE AGENCY	0
Has P	< NOT SELECTED >	0
<input checked="" type="radio"/> No	<input type="radio"/> Yes	BARDWELL LAKE
<b>Total number of Organizations that will be returned by above selections:</b>		<b>0</b>
Organizations		
<input type="button" value="Load List &gt;&gt;&gt;"/>	<input type="text"/>	<input type="button" value="Use This One"/>
Recommendation		<input type="button" value="New Organization"/>
<ol style="list-style-type: none"> <li>1. You selected to use organization type but did not choose from the type list.</li> <li>2. Selecting National Organization first will set Organization Type for you.</li> <li>3. If Organization has a National Parent Organization please use the National List.</li> <li>4. State is required if you want to create an Organization.</li> </ol>		
<input type="button" value="Cancel"/>		

So first we will filter on Federal Agency (Other than the Corps). You will notice that once you make a selection, there are comments that auto-populate in the "Recommendation" box. These comments will change as you make changes to your filters. These are important notes about what to do in different circumstances, so read them carefully.



**WIZARD**

Filter on Organization Type? <input type="radio"/> No <input checked="" type="radio"/> Yes	Type of Organization FED ... FEDERAL AGENCY (OTHER THAN THE C...	Search Results 64
Filter on National Organizations? <input checked="" type="radio"/> No <input type="radio"/> Yes	National Organizations < NOT SELECTED >	64
Filter on State? <input checked="" type="radio"/> No <input type="radio"/> Yes	States < NOT SELECTED >	53
Has Partnership at Project Site? <input checked="" type="radio"/> No <input type="radio"/> Yes	Project Site BARDWELL LAKE	53
<b>Total number of Organizations that will be returned by above selections:</b>		<b>53</b>
Load List >>>	Organizations [Empty dropdown]	Use This One
Recommendation 1. If Organization has a National Parent Organization please use the National List. 2. State is required if you want to create an Organization. 3. You may get better choices if you select a state. 4. Create new when Organizations are not confirmed as used at your project site.		New Organization
Cancel		

When you select a Type of Organization, then the Search results display how many listings there are for whatever type you specified. In this case, it shows there are 64 Federal Agencies (Other than the Corps) listed in the system.



**WIZARD**

Filter on Organization Type?	Type of Organization	Search Results
<input type="radio"/> No	<input checked="" type="radio"/> Yes	
	FED - FEDERAL AGENCY (OTHER THAN THE C	64
Filter on National Organizations?		
<input type="radio"/> No		
	UNITED STATES POWER SQUADRONS	
Filter on State Organizations?		
<input checked="" type="radio"/> No		
Has Partner Organizations?		
<input type="radio"/> No		
	US COAST GUARD AUXILIARY	16
	US FISH AND WILDLIFE SERVICE	16
	US GEOLOGICAL SURVEY	16
	WATCHABLE WILDLIFE INCORPORATED	16
	WILDERNESS INQUIRY, INC.	16
	WILDLIFE HABITAT COUNCIL	16
	< NOT SELECTED >	16

**Total number of Organizations that will be returned by above selections: 16**

Organizations

Load List >>>  Use This One

Recommendation

1. State is required if you want to create an Organization.  
 2. You may get better choices if you select a state.  
 3. Create new when Organizations are not confirmed as used at your project site.

Cancel

New Organization

Next, we will filter on National Organizations, looking specifically for US Fish & Wildlife Service. Under Search Results, it now shows there are 16 possible matches and please note that the comments in the "Recommendation" box have changed accordingly.

Action Edit Query Record Field Help Window

WIZARD

Filter on Organization Type?  
 No  Yes

Filter on National Organizations?  
 No  Yes

Filter on State?  
 No  Yes

Has Partnership at Project Site?  
 No  Yes

Project Site  
BARDWELL LAKE

Search Results

PR PUERTO RICO	64
RI RHODE ISLAND	
SC SOUTH CAROLINA	
SD SOUTH DAKOTA	
TN TENNESSEE	16
<b>TX TEXAS</b>	<b>0</b>
UM U. S. MINOR OUTLYING ISLANDS	
UT UTAH	0

**Total number of Organizations that will be returned by above selections:** 0

Organizations  
Load List >>> [ ] Use This One

Recommendation

1. You selected to use State but did not choose from the list.
2. Create new when Organizations are not confirmed as used at your project site.
3. You may want to modify selections and retry Load List.
4. You may want to create a new organization if organization is not found.

Cancel

New Organization

Since Bardwell Lake is in Texas, we will now filter on Texas. As shown, there are currently no matches in Texas for US Fish & Wildlife Service. Again, note the changes in the "Recommendation" box comments.



**WIZARD**

Filter on Organization Type? <input type="radio"/> No <input checked="" type="radio"/> Yes	Type of Organization FED - FEDERAL AGENCY (OTHER THAN THE C...	Search Results 64
Filter on National Organizations? <input type="radio"/> No <input checked="" type="radio"/> Yes	National Organizations US FISH AND WILDLIFE SERVICE	16
Filter on State? <input type="radio"/> No <input checked="" type="radio"/> Yes	States TX TEXAS	0
Has Partnership at Project Site? <input type="radio"/> No <input checked="" type="radio"/> Yes	Project Site BARDWELL LAKE	0

**Total number of Organizations that will be returned by above selections:** 0

Organizations  
Load List >>>  Use This One

Recommendation

1. You may want to modify selections and retry Load List.
2. You may want to create a new organization if organization is not found.

New Organization

Cancel

Now we check the “Yes” button for the PS and since there are no matches to our filters, the “New Organization” button has now become activated. Based on the results of our search, we know there is no match for this PS, so click the “New Organization” button.



**WIZARD**

Filter on Organization Type? <input type="radio"/> No <input checked="" type="radio"/> Yes	Type of Organization FED - FEDERAL AGENCY (OTHER THAN THE C...	Search Results 64	Organization Type FEDERAL AGENCY (OTHER THAN THE CORPS)
Filter on National Organizations? <input type="radio"/> No <input checked="" type="radio"/> Yes	National Organizations US FISH AND WILDLIFE SERVICE	16	National Parent Organization US Fish and Wildlife Service
Filter on State? <input type="radio"/> No <input checked="" type="radio"/> Yes	States TX TEXAS	0	City State Zip Zip-Ext [Redacted] TX [ ] [ ]
Has Partnership at Project Site? <input type="radio"/> No <input checked="" type="radio"/> Yes	Project Site BARDWELL LAKE	0	Street Address 1 [Redacted]
<b>Total number of Organizations that will be returned by above selections:</b> 0			Street Address 2 [Redacted]
Load List >>>	Organizations [Redacted]	Use This One	Organization Name [Redacted]
Recommendation 1. You may want to modify selections and retry Load List. 2. You may want to create a new organization if organization is not found.		New Organization..	Organization Description [Redacted]
Cancel		Use Above	Clear Above

When you click the “New Organization” button, the right hand side of the screen opens up to reveal the datafields necessary to create a new Organization listing.



**WIZARD**

Filter on Organization Type? <input type="radio"/> No <input checked="" type="radio"/> Yes	Type of Organization FED - FEDERAL AGENCY (OTHER THAN THE C...	Search Results 64	Organization Type FEDERAL AGENCY (OTHER THAN THE CORP...)
Filter on National Organizations? <input type="radio"/> No <input checked="" type="radio"/> Yes	National Organizations US FISH AND WILDLIFE SERVICE	16	National Parent Organization US Fish and Wildlife Service
Filter on State? <input type="radio"/> No <input checked="" type="radio"/> Yes	States TX TEXAS	0	City Ennis
Has Partnership at Project Site? <input type="radio"/> No <input checked="" type="radio"/> Yes	Project Site BARDWELL LAKE	0	State TX
Total number of Organizations that will be returned by above selections:		0	Zip [ ]
Organizations [ ]		Use This One	Zip-Ext [ ]
Recommendation 1. You may want to modify selections and retry Load List. 2. You may want to create a new organization if organization is not found.	Load List >>>	New Organization	Street Address 1 [ ]
Cancel	Use Above	Clear Above	Street Address 2 [ ]
	Use Above	Clear Above	Organization Name US Fish and Wildlife Service
	Use Above	Clear Above	Organization Description Federal Agency, local office

Simply fill in the applicable datafields (the colored fields must be filled in in order to complete the process). If you make a mistake, or realize you are using the wrong organization, just click the "Clear Above" button and you can start over. Once you have The correct data entered, click on the "Use Above" button to accept this organization.

WIZARD

WHO - Organizations of the Partnership

Who is the Primary Organization ?

US Fish and Wildlife Service

Up to 5 secondary organizations that are Co-Partners may be added below

[Yellow/Green line]  
[Empty text box]  
[Empty text box]  
[Empty text box]  
[Empty text box]

Cancel    << Back    Next >>

This automatically takes you back to the Primary Organization screen, and populates the datafield with the organization you created. If there are Co-Partners, they can be added now (up to five) by double clicking on the yellow/green line and going through the same process you used for the Primary Organization. Click "Next" to proceed to the next screen.



WIZARD

Completed Required on WHAT

Completed Required on WHEN

Completed Required on WHO

This is a final step in creating the new Agreement, so if you decide you have made an error, simply click on the “Cancel” button and it will abort and take you back to the opening screen. In this case, we will click on “Create” which accepts this new agreement that has just been finished.



WIZARD

<< Back  Completed Required on WHAT

<< Back  Completed Required on WHEN

<< Back  Completed Required on WHO

Create

Cancel

Create Another Agreement



Would you like to create another agreement?

Yes No

The system will now allow you to create another agreement if you need to do so. In this example we do want to create another agreement, so click on "Yes".



WIZARD

WHAT - Basics of the Partnership Agreement

Partnership Agreement Type  
HCP - HANDSHAKE CHALLENGE PARTNERSHIP

Formal  Informal

Primary Purpose  
PRD - RECREATION

Description  
Test of system

Partnership Agreement Type Description  
These agreements are a subset of challenge partnership agreements. They are partially funded through seed money provided by HQ.

Primary Purpose Description  
A partnership agreement, formal or informal, entered into for the benefit of the management, development or rehabilitation of Corps recreation areas or that encourages activities located within project recreation areas.

Cancel Next >>

This will take you back to the first screen of the “Create New Agreement” process. Here I have already selected a Handshake Challenge Partnership as the Agreement Type and Recreation as the Primary Purpose, and I have entered a purpose. Click “Next” to proceed.



WIZARD

WHEN - Time Period of the Partnership

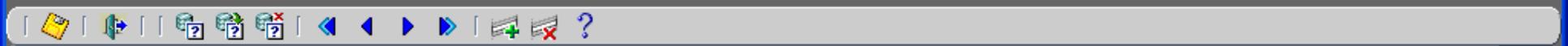
Date Effective

31-AUG-2009

Cancel << Back Next >>

As before, select the appropriate Effective Date of the agreement, then click “Next”.





**WIZARD**

Filter on Organization Type? <input type="radio"/> No <input checked="" type="radio"/> Yes	Type of Organization NPO - NON-PROFIT	Search Results 575
Filter on National Organizations? <input type="radio"/> No <input checked="" type="radio"/> Yes	National Organizations BOY SCOUTS OF AMERICA, NATIONAL COUNCIL	36
Filter on State? <input type="radio"/> No <input checked="" type="radio"/> Yes	States TX TEXAS	3
Has Partnership at Project Site? <input checked="" type="radio"/> No <input type="radio"/> Yes	Project Site BARDWELL LAKE	3

**Total number of Organizations that will be returned by above selections:** 3

Organizations  
Load List >>> BOY SCOUTS OF AMERICA Use This One...

Recommendation  
1. Create new when Organizations are not confirmed as used at your project site. New Organization

Cancel

In this example, I have already selected as filters, the Type of Organization of Non-Profit, the National Organization of Boy Scouts of America, National Council, and Texas for State. Then I clicked on the "Load List" button and it displays the three possible matches in the dropdown list.



**WIZARD**

Filter on Organization Type? <input type="radio"/> No <input checked="" type="radio"/> Yes	Type of Organization NPO - NON-PROFIT	Search Results 574
Filter on National Organizations? <input type="radio"/> No <input checked="" type="radio"/> Yes	National Organizations BOY SCOUTS OF AMERICA, NATIONAL COUNCIL	36
Filter on State? <input type="radio"/> No <input checked="" type="radio"/> Yes	States TX TEXAS	3
Has Partnership at Project Site? <input checked="" type="radio"/> No <input type="radio"/> Yes	Project Site BARDWELL LAKE	3
<b>Total number of Organizations that will be returned by above selections:</b>		<b>3</b>
Organizations		
Locations Record 1. Create	BOY SCOUTS OF AMERICA BOY SCOUTS OF AMERICA, NE TEXAS & SE OKLAHOMA TRAILS COUNCIL BOY SCOUTS OF AMERICA, SHERMAN COUNCIL	Use This One  New Organization
<input type="button" value="Cancel"/>		

There are three possible matches, and for this example, we want the first one so, simply click on it.



**WIZARD**

Filter on Organization Type? <input type="radio"/> No <input checked="" type="radio"/> Yes	Type of Organization NPO - NON-PROFIT	Search Results 575
Filter on National Organizations? <input type="radio"/> No <input checked="" type="radio"/> Yes	National Organizations BOY SCOUTS OF AMERICA, NATIONAL COUNCIL	36
Filter on State? <input type="radio"/> No <input checked="" type="radio"/> Yes	States TX TEXAS	3
Has Partnership at Project Site? <input checked="" type="radio"/> No <input type="radio"/> Yes	Project Site BARDWELL LAKE	3
<b>Total number of Organizations that will be returned by above selections:</b>		<b>3</b>
<input type="button" value="Load List &gt;&gt;&gt;"/>	Organizations BOY SCOUTS OF AMERICA	<input type="button" value="Use This One"/>
Recommendation 1. Create new when Organizations are not confirmed as used at your project site.		<input type="button" value="New Organization"/>
<input type="button" value="Cancel"/>		

Since this is the organization we want to use in this example of a new Agreement, simply click on the "Use This One" button.



**WIZARD**

Filter on Organization Type?	Type of Organization	Search Results	Organization Type
<input type="radio"/> No <input checked="" type="radio"/> Yes	NPO - NON-PROFIT	574	NON-PROFIT
Filter on National Organizations?	National Organizations	36	National Parent Organization
<input type="radio"/> No <input checked="" type="radio"/> Yes	BOY SCOUTS OF AMERICA, NATIONAL COUNCIL		Boy Scouts of America, National Council
Filter on State?	States	3	City State Zip Zip-Ext
<input type="radio"/> No <input checked="" type="radio"/> Yes	TX TEXAS		<input type="text"/> TX <input type="text"/> <input type="text"/>
Has Partnership at Project Site?	Project Site	3	Street Address 1
<input checked="" type="radio"/> No <input type="radio"/> Yes	BARDWELL LAKE		<input type="text"/>
<b>Total number of Organizations that will be returned by above selections:</b>		<b>3</b>	Street Address 2
			<input type="text"/>
<input type="button" value="Load List &gt;&gt;&gt;"/>	Organizations	<input type="button" value="Use This One..."/>	Organization Name
	BOY SCOUTS OF AMERICA		BOY SCOUTS OF AMERICA
Recommendation		<input type="button" value="New Organization"/>	Organization Description
1. Create new when Organizations are not confirmed as used at your project site.			<input type="text"/>
<input type="button" value="Cancel"/>		<input type="button" value="Use Above"/>	<input type="button" value="Clear Above"/>

The pertinent information about this organization now appears on the right hand side of the screen. Since that is the one we want, click on the "Use Above" button.



WIZARD

WHO - Organizations of the Partnership

Who is the Primary Organization ?

BOY SCOUTS OF AMERICA

Up to 5 secondary organizations that are Co-Partners may be added below

Cancel << Back Next >>

As before, this takes you back to the Primary Organization screen and auto-populates the datafield. Click "Next".



WIZARD

<< Back  Completed Required on WHAT

<< Back  Completed Required on WHEN

<< Back  Completed Required on WHO

Create

Cancel

Once again we are back at the final screen for creating a new Agreement. Click on the "Create" button.



WIZARD

<< Back  Completed Required on WHAT

<< Back  Completed Required on WHEN

<< Back  Completed Required on WHO

Create

Cancel

Create Another Agreement



Would you like to create another agreement?

Yes No

The system continues to give you opportunities to create new Agreements until you tell that you don't need another one. Click "No".



PARTNERSHIP AGREEMENTS

Agreement Type: ALL TYPES Organization: ALL ORGANIZATIONS Organization Type: ALL TYPES

Show Selected Create New Annual Data

Project Site: BARDWELL LAKE

Organization	Code	Agreement Type	Date Effective	Description	...	View
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	COP	COOPERATING ASSOCIATION	14-MAR-2003	TETRA will will develope, operate and maintai	...	View
TEXAS EQUISTRIAN TRAIL RIDERS ASSOCIATION	MOA	MEMORANDUM OF UNDERSTANDING	01-OCT-2004	Horse Trail Maintenance, Installation1188 hrs	...	View
Owen Consultants	CCS	CHALLENGE PARTNERSHIP	29-JUL-2010	Upgrade Group Shelters	...	View
Wal-Mart	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2010	Test of System	...	View
US Fish and Wildlife Service	ECA	ECONOMY ACT PARTNERSHIP	31-AUG-2010	Test of System	...	View
BOY SCOUTS OF AMERICA	HCP	HANDSHAKE CHALLENGE PARTNEF	31-AUG-2009	Test of system	...	View
Trail Dogs	CCS	CHALLENGE PARTNERSHIP	31-AUG-2008	Build fitness trail	...	View
First Baptist Church	MOA	MEMORANDUM OF UNDERSTANDING	31-AUG-2009	Maintain fitness trail	...	View
Cabellas	CNT	CONTRIBUTIONS PROGRAM	31-AUG-2007	Water safety supplies	...	View
					...	View

The system returns you to the opening screen of the Wizard and as you can see, the two new agreements we created, one with the US Fish & Wildlife and one with the Boy Scouts are now displayed. At this point we are ready to begin the update of the Annual Data, so click on the "Annual Data" button.



ANNUAL UPDATE

Fiscal Year  
<Select fiscal year>

Start

In order to begin the update process, you first have to select a FY, so click on <Select fiscal year>.

Action Edit Query Record Field Help Window

ANNUAL UPDATE x

Fiscal Year

2010

Start

We will be updating data for FY 2010, so simply select it from the dropdown list and then click "Start". You will only be able to update data for the report FY. All others will be locked down and any changes to prior years will have to be requested through the District POC.

Please select the fiscal year.

Record: 1/1

...

&lt;OSC&gt;



## ANNUAL UPDATE

Fiscal Year

2010

Start

## CHECK ALL PARTNERSHIPS WITH NO-ACTIVITY THIS FY

Organization	Partnership Type	Description	No Activity	Terminated
TEXAS EQUISTRIAN TRAIL R	COOPERATING ASSOCIATI	TETRA will will c	<input type="checkbox"/>	<input type="checkbox"/>
Owen Consultants	CHALLENGE PARTNERSHIP	Upgrade Group	<input type="checkbox"/>	<input type="checkbox"/>
Trail Dogs	CHALLENGE PARTNERSHIP	Build Fitness tra	<input type="checkbox"/>	<input type="checkbox"/>
First Baptist Church	MEMORANDUM OF UNDERS	Maintain Fitness	<input type="checkbox"/>	<input type="checkbox"/>
TEXAS EQUISTRIAN TRAIL R	MEMORANDUM OF UNDERS	Horse Trail Mair	<input type="checkbox"/>	<input type="checkbox"/>
Cabellas	CONTRIBUTIONS PROGRAM	Water Safety St	<input type="checkbox"/>	<input type="checkbox"/>
Wal-Mart	CONTRIBUTIONS PROGRAM	Test of System	<input type="checkbox"/>	<input type="checkbox"/>
BOY SCOUTS OF AMERICA	HANDSHAKE CHALLENGE	Test of Sysyter	<input type="checkbox"/>	<input type="checkbox"/>
U.S. FISH & WILDLIFE SERVI	ECONOMY ACT PARTNERS	test of System	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

This screen displays all of the Partnerships currently listed on the PS; however, some of them may not have had any activity during the report FY, so you can eliminate them from the update process by clicking on the “No Activity” box located at the end of each Agreement. There is also a column labeled “Terminated” so if any of the agreements have been terminated, i.e. there will never be any more activity under that agreement, then check that box. Note the scroll bar to the left. If you have more agreements than will display on one page, you will need to scroll down to see the remainder. Click “Next”.



ANNUAL UPDATE

Fiscal Year  
 2010

Start

**CHECK ALL PARTNERSHIPS WITH NO-ACTIVITY THIS FY**

Organization	Partnership Type	Description	No Activity	Terminated
TEXAS EQUISTRIAN TRAIL R	COOPERATING ASSOCIATI	TETRA will will c ...	<input type="checkbox"/>	<input type="checkbox"/>
Owen Consultants	CHALLENGE PARTNERSHIP	Upgrade Group ...	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Trail Dogs	CHALLENGE PARTNERSHIP	Build Fitness tra ...	<input type="checkbox"/>	<input type="checkbox"/>
First Baptist Church	MEMORANDUM OF UNDERST	Maintain Fitness ...	<input checked="" type="checkbox"/>	<input type="checkbox"/>
TEXAS EQUISTRIAN TRAIL R	MEMORANDUM OF UNDERST	Horse Trail Mair ...	<input type="checkbox"/>	<input type="checkbox"/>
Cabellas	CONTRIBUTIONS PROGRAM	Water Safety St ...	<input type="checkbox"/>	<input type="checkbox"/>
Wal-Mart	CONTRIBUTIONS PROGRAM	Test of System ...	<input type="checkbox"/>	<input checked="" type="checkbox"/>
BOY SCOUTS OF AMERICA	HANDSHAKE CHALLENGE	Test of Sysyter ...	<input type="checkbox"/>	<input type="checkbox"/>
U.S. FISH & WILDLIFE SERVI	ECONOMY ACT PARTNERS	test of System ...	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

NEXT>>

In this example, we are marking two of the agreements as having no activity during this report FY and one of the agreements as terminated. Click "Next".

Fiscal Year  
2010

Start

**CHECK ALL PARTNERSHIPS WITH NO-ACTIVITY THIS FY**

Organization	Partnership Type	Description	No Activity	Terminated
TEXAS EQUISTRIAN TRAIL R	COOPERATING ASSOCIATI	TETRA will will c	<input type="checkbox"/>	<input type="checkbox"/>
Owen Consultants	CHALLENGE PARTNER		<input type="checkbox"/>	<input type="checkbox"/>
Trail Dogs	CHALLENGE PARTNER		<input type="checkbox"/>	<input type="checkbox"/>
First Baptist Church	MEMORANDUM OF UNI		<input type="checkbox"/>	<input type="checkbox"/>
TEXAS EQUISTRIAN TRAIL R	MEMORANDUM OF UNI		<input type="checkbox"/>	<input type="checkbox"/>
Cabellas	CONTRIBUTIONS PROC		<input type="checkbox"/>	<input type="checkbox"/>
Wal-Mart	CONTRIBUTIONS PROC		<input type="checkbox"/>	<input type="checkbox"/>
BOY SCOUTS OF AMERICA	HANDSHAKE CHALLE		<input type="checkbox"/>	<input type="checkbox"/>
U.S. FISH & WILDLIFE SERVI	ECONOMY ACT PARTN		<input type="checkbox"/>	<input type="checkbox"/>

**Review Agreements**

Please review the agreements. If you need more than what is listed, click the create button.

OK

NEXT>>

The system once again gives you another chance to create a new Agreement if you notice that one is missing. Click the "OK" button.

Fiscal Year

Start

**ACTIVE PARTNERSHIPS**

Organization	Partnership Type	Description	
TEXAS EQUESTRIAN TRAIL R	COOPERATING ASSOCIATI	TETRA will will c	...
Trail Dogs	CHALLENGE PARTNERSHIP	Build Fitness tra	...
TEXAS EQUESTRIAN TRAIL R	MEMORANDUM OF UNDERST	Horse Trail Mair	...
Cabellas	CONTRIBUTIONS PROGRAM	Water Safety St	...
BOY SCOUTS OF AMERICA	HANDSHAKE CHALLENGE	Test of Sysyter	...
U.S. FISH & WILDLIFE SERV	ECONOMY ACT PARTNERS	test of System	...
			...
			...
			...
			...

<<BACK

CREATE

NEXT>>

The screen refreshes and only displays those agreements that are active for the report FY. If you now see that an Agreement is missing, simply click the "Create" button and it will take you back through the creation process. Since we aren't missing any, we will proceed by clicking the "Next" button to begin the data update process.







Fiscal Year: 2010

Start

**NOTE! This page has been compressed to fit on the screen. In the actual OMBIL program, you will have to use the Scroll bar across the bottom to see all of the datafields.**

CONTRIBUTIONS PROGRAM

Organization	Description	Number of Volunteers	Volunteer Hours	Volunteer Rate	Value of Services	Partner Value			Materials & Equipment Donated	Total Partner Value	Corps Value			Total Corps Value	Amount Leveraged	Total Amount
						Funds Invested	Professional Services Provided				Contract Funds	Services	Materials & Equipment			
Cabellas	Water safety su...			\$20.85	\$0				\$100	\$100			\$100	\$100	\$100	\$300
Wal-Mart	Test of System	20	20	\$20.85	\$417	\$100	\$100	\$100	\$300	\$100	\$100	\$100	\$300	\$100	\$1117	

<<BACK

NEXT>>

All of the Contributions Program Partnerships that are active during the report FY will be displayed here. All the user needs to do is update the Numbers for each agreement and then Click "Next". The "Volunteer Rate" is pre-set and the "Value of Services", "Total Partner Value", "Total Corps Value" and "Total Amount" are all calculated by the system and cannot be changed by the user. Remember the scroll bar on the left.



Fiscal Year: 2010

Start

ECONOMY ACT

Organization	Description	...	Partner Value			Total Partner Value	Corps Value			Total Corps Value	Amount Leveraged	Total Amount
			Funds Invested	Professional Services Provided	Materials & Equipment Donated		Contract Funds	Services	Materials & Equipment			
US Fish and Wildlife Service	Test of System	...	\$100	\$100	\$100	\$300	\$100	\$100	\$100	\$300	\$100	\$700
		...										
		...										
		...										
		...										
		...										
		...										
		...										
		...										
		...										
		...										
		...										
		...										

<<BACK

NEXT>>

All of the Economy Act Partnerships that are active during the report FY will be displayed here. All the user needs to do is update the Numbers for each agreement and then Click "Next". The "Total Partner Value", "Total Corps Value" and "Total Amount" are all calculated by the system and cannot be changed by the user. Remember the scroll bar on the left.



ANNUAL UPDATE

Fiscal Year  
 2010

Start

ECONOMY ACT

Organization	Description	Partner Value			Total Partner Value	Corps Value			Total Corps Value	Amount Leveraged	Total Amount
		Funds Invested	Professional Services Provided	Materials & Equipment Donated		Contract Funds	Services	Materials & Equipment			
US Fish and Wildlife Service	Test of System	\$100	\$100	\$100	\$300	\$100	\$100	\$100	\$300	\$100	\$700

Finished

Congratulations! You are finished reviewing agreements!

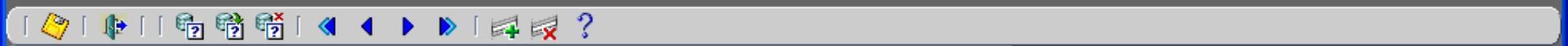
OK

<<BACK

NEXT>>

**Congratulations you are finished!! Assuming you have completed all of the datafields for all of the agreements, you are through with the update of the Partnership Agreements data. Click "ok" and "Next" to proceed.**





**OMBIL SWITCHBOARD**

HAT  
 01 ADMIN REC HAT

DIVISION  
 SOUTHWESTERN DIVISION

DISTRICT  
 FORT WORTH

PROJECT SITE  
 BARDWELL LAKE

PROJECT SITE AREA  
 BARDWELL LAKE

FACILITY  
 BARDWELL DAM

Available Forms & Reports

Data Input Forms     Reports

REC - PARTNERSHIP AGREEMENTS

**10g Test System**  
 \*\* LEGEND HELP IS AVAILABLE USING THE "HELP" MENU OPTION \*\*

Business Function

- COMMON
- ENVIRONMENTAL COMPLIANCE
- FLOOD RISK MANAGEMENT
- HYDROPOWER
- RECREATION
- ENVIRONMENT - STEWARDSHIP
- NAVIGATION
- WATER SUPPLY

Launch

Refresh

Help

Once you are back at the Switchboard, you can re-enter the Partnership Agreements wizard to make any last minute changes, exit the system or continue on with other phases of the Annual Update.

# Questions?

## **Natural Resources Management User's Group**

- LRN | Dena Williams (Rec & ES), Chair – 615-736-7827
- NWP | Melissa Rinehart, (ES) Vice Chair – 503-808-4327
- NAB | Jeff Krause (ES) – 814-658-6813
- NAE | Stephen Dermody (Rec) – 978-318-8325
- SAM | Craig Sowers (Rec) – 770-945-9531
- MVD | Lynn Neher (ES) – 314-331-8880
- NWD | Jolene Hulsing (ES) – 402-995-2506
- SWT | Stanley Spirlock (Rec) – 918-669-7340
- SWL | Troy Morris (ES) – 501-324-5675 x2143
- SPA | Kathleen Bennett (Rec) – 505-342-3273
- SPA | Beverly Noel (ES) – 505-465-0307
- LRL | Keith Chasteen (Rec) – 502-315-6724
- SAM | Miriam Fleming (Rec At-Large) – 251-690-3004
- SPK | Mary Ann Deeming (ES At-Large) – 530-865-4722 x228
- HQ Advisor | Peppino (Pep) Persio (Rec) – 202-761-0036
- HQ Advisor | Elizabeth (Betsey) Kimmerly (ES) – 202-761-4704
- SWF | Michael Owen, Technical Advisor – 817-201-3317

# Questions

- For Partnerships:

Partnership Advisory Committee (PAC)

SWD - Jeff Boutwell, Chair 254-756-5359

NAD - Allen Gwinn - 814-658-6810

SAD – Michael Hosey - 919-542-4501 x 26

LRD – Christopher Rapenchuk - 937-325-2411

MVD - Richard Otto - 507-895-6341

SPD – Christanne Gallagher - 415-289-3009

NWD – Alana Mesenbrink - 406-293-7751 x252