

RECLAMATION

Managing Water in the West

Research & Development Office

Facility Use Service Agreement (FUSA) Guide

Technology Transfer



U.S. Department of the Interior
Bureau of Reclamation

September 2017

Facility Use Service Agreement (FUSA) Guide

This FUSA guide provides a brief description of Facility Use Service Agreement (FUSA), guidelines, steps to develop and execute, and approval checklist for entering into a FUSA.

For more information, please visit: https://www.usbr.gov/research/technology_transfer/partnerships.html.

Introduction to FUSA

The FUSA is a short-term agreement that allows non-Federal partners to use, with or without reimbursement, specialized facilities, equipment, and/or capabilities that are not readily available from the private sector pursuant to 15 U.S.C. § 3710a(b)(3)(A) of the Federal Technology Transfer Act (FTTA) of 1986.

FUSA Guidelines

FUSAs may be the appropriate agreement to enter into if the following guidelines are met. These guidelines are obtained from the FTTA, 761 DM 1, and D&S RES 01-01.

Please check the following as it applies.

- The work scope conducted under the FUSA meets Reclamation's mission requirements, policies and procedures, and serve the public interest.
- The FUSA will be used to allow the non-Federal partner to use Reclamation's specialized facilities, equipment, and/or capabilities.
- Reclamation has some unique and or specialized facilities, equipment, and/or capabilities that are not readily available from the private sector.
- Reclamation is not authorized to contribute funds to the Cooperator. However, the FUSA partner may contribute funds under the FUSA.
- The FUSA will not be used to endorse and or purchase the MTA partner's products and services before, during, or after the term of the FUSA
- Adequate funding exists to complete the service under the FUSA.

Develop and Execute a FUSA

An FUSA generally consists of 1) general provision or legal framework and 2) description of facility services.

The following steps may be used to develop and execute an FUSA:

- Determine the need for the FUSA using the FUSA guidelines under *FUSA Guidelines*.
- If the FUSA is a go, Reclamation's researcher should contact the Research and Development Office Technology Transfer Coordinator (TTC) to determine next steps.
- Develop description of facility services and negotiate FUSA provisions:
 - The researcher should work with the potential partner to draft a facility use description.
 - The TTC negotiates FUSA provisions with the potential partner as needed.
 - The final FUSA will go through the approval process under *FUSA Approval*. The approval process takes about 1 to 2 weeks depending on the complexity of the facility use description and negotiations or changes made to FUSA provisions.

FUSA Approval

The approval process is explained in the table below:

Description	Approval/Signatory
Technical Group	Researcher's Supervisor
	Researcher
Research & Development Office (R&D)	Research Coordinator
	Technology Transfer Coordinator
	Chief, R&D
	Science Advisor
DOI General Counsel	Intellectual Property Solicitor

More Information

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