# Memorandum of Understanding

# Between

# US Department of Education

# Managing Partner, Budget Formulation and Execution Line of Business (BFELoB),

**and**

**General Services Administration – Office of Citizen Services and Innovative Technologies (GSA-OCSIT)**

### Purpose

This Memorandum of Understanding (MOU) between the GSA-OCSIT and the Department of Education, the Managing Partner of the Budget Formulation and Execution Line of Business (BFELoB), establishes the parties’ responsibilities and funding requirements in support of GSA-OCSIT’s use of MAX Authentication services for provisioning of the Data.gov system.

This agreement covers funding contributions for two years and sets expectations for ongoing maintenance in future years. For further details, please see Section XI of this document.

### Authorities

This agreement is authorized in accordance with the authority provided under:

* The Department of Education Organization Act (DEOA) (P.L. 96-88, Sections 415 and 419, codified at 20 U.S.C. § 3475, 3479)
* The E-Government Act of 2002

### III. Responsibilities

The BFELoB, in conjunction with the Budget Systems Branch of the Office of Management and Budget (BSB OMB) as manager of the MAX systems, will be responsible for:

* Providing identity and authentication provisioning services for up to [amount] users for Data.gov, including HSPD-12 integration and user account management via MAX Authentication Services.
* Performing Certification and Accreditation (C&A) of the MAX Portal and identity and authentication provisioning.
* Providing Data.gov users with MAX Federal Community collaboration (wiki) site usage for Data.gov related activities:
  + Access for registered MAX Community users from the Executive Branch, including contractors supporting Data.gov.
  + Help desk (tier 2/3) support for MAX Federal Community collaboration capabilities.
  + “Train-the-Trainer” training for Data.gov users not to exceed six training sessions per year.
  + Access to all enhancements and plug-ins available in the MAX Federal Community.

The BFELoB has made arrangements with BSB OMB to manage all BFELoB systems, including provisioning, C&A of the MAX Portal, the MAX Federal Community, and Secure Online Meetings.

**IV. Duration of Agreement**

This agreement will remain in effect for two years from authorization of the MOU, unless amended in writing by mutual consent of the parties to this agreement.

**V. Managing Partner Point of Contact**

Mark Dronfield

BFELoB Program Management Office

Office of Planning, Evaluation and Policy Development, Budget Service

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Washington, D.C. 20202

Tel: 202-260-7883

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Email: mark.dronfield@ed.gov

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### VI. Contributing Agency Point of Contact

|  |  |
| --- | --- |
| **Agency Name, Office, & Mailing Address:** | [Appropriate Office/Agency]  [Address] |
| **Project Manager Name:** | [name] |
| **Phone Number:** | [phone] |
| **Fax Number:** | [fax] |
| **Email Address:** | [email] |

### VII. Resource Provisions

**Funding Contribution**: GSA-OCSIT agrees to provide $[amount] to GSA Federal Acquisition Services, Region V to fund contract activities associated with the services described above. The GSA contact information is below.

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| --- | --- |
| **Total FY 2016 Dollar Amount:** | $xxx,000.00 |
| **GSA Point of Contact:** | Karla A. Cole |
| **Phone Number:** | 618 622-5802 |
| **Email Address:** | karla.cole@gsa.gov |
| Receiving Agency: | GSA Federal Acquisition Services, Region V |

### VIII. Approvals

The following officials agree to the terms and conditions of this agreement:

Erica Navarro Date

Director, Budget Service

US Department of Education

Phil Wenger Date

Chief, Budget Systems Branch

Office of Management and Budget

[Name] Date

[agency]

[Name] Date

[agency]