

Section 1: Introduction and Purpose

1.0 INTRODUCTION

The Department of Defense and State Memorandum of Agreement/Cooperative Agreement (DSMOA/CA) Program was established pursuant to section 211 (B) of the Superfund Amendments and Reauthorization Act (SARA), enacted October 17, 1986. The goal of the program is to expedite environmental restoration at Department of Defense (DoD) installations through partnerships with States. These partnerships are to be fostered through improved communication, coordination, and cooperation between States and DoD Components in order to protect human health and the environment through environmental restoration at DoD installations in an expeditious and efficient manner in compliance with applicable State and Federal laws and regulations.

The DSMOA is the overarching agreement between DoD and the State that provides the framework for the partnership at specified DoD installations. After signing a DSMOA with DoD, a State may obtain a Cooperative Agreement (CA). Under the CA, the State may be reimbursed by DoD Components, through Headquarters, U.S. Army Corps of Engineers (HQUSACE), for eligible services in support of environmental cleanup at listed installations.

This document is the product of a collaborative effort among States and DoD Components to design a process that includes:

- Preparing a CA application,
- Approving the CA application,
- Reporting the States' services under the CA,
- Reviewing changes to installations' cleanup plans, and
- Reviewing changes in States' funding requirements during the CA period.

This document follows regulations for Cooperative Agreements as promulgated in 32 CFR 33, or OMB Circulars A-102, A-87, A-133. Efforts have been made to minimize administrative burdens, increase flexibility, and optimize existing resources.

NOTES:

The term "installation(s)", as used in this document, refers to active DoD installations, closing DoD bases, sites under the Defense Logistics Agency, sites under the Defense Energy Support Center, and sites defined in the Formerly Used Defense Sites (FUDS) Program.

The term "State(s)", as used in this document, refers to any State, Commonwealth, the District of Columbia, and United States Territories.

The term "Components", as used in this document, refers to the following DoD Components, agencies, or program: Department of the Army, Department of the Navy, Department of the Air Force, Defense Logistics Agency, Defense Energy Support Center, Defense Special Weapons Agency, and FUDS Program.

Section 1: Introduction and Purpose

1.1 PURPOSE

The purpose of this document is to establish uniform procedures, while allowing flexibility, under the DSMOA program, and present them as a guide for use by stakeholders within States and DoD Components. The procedures described in this guide are intended to encourage consistency, create efficiencies, and simplify the process of working together under the DSMOA program.

Although the purpose of the DSMOA program remains constant, the processes it encompasses are dynamic. Consequently, this guide is a living document subject to refinement as needed. A stakeholders committee, consisting of representatives from States and the DoD Components, will convene, as necessary, to review and revise the details of the process. Revised versions of this guide will be prepared accordingly.

The main body of this document consists of seven sections and appendices A through K. The content of the sections and appendices is summarized below.

Section 1	Presents an overview and statement of purpose
Section 2	Provides a detailed step-by-step explanation of the CA process
Sections 3-7	Provide detailed instructions on payments, reports, and reviews
Appendices	Present samples and provides guidance to complete the CA process

An electronic copy of this guide and associated forms is available on the World Wide Web through the following location:

<http://www.denix.osd.mil/DSMOA>