FILL IN PORTIONS ARE HIGHLIGHTED IN YELLOW. Guidance is in blue text. Delete/Complete, as appropriate, before distributing to recipient.

This template should be used for all no-cost modifications for Task Agreements. If you have any questions, contact Contracting.

**PACIFIC NORTHWEST COOPERATIVE ECOSYSTEMS STUDIES UNIT**

**TASK AGREEMENT PXXXXXXXXXX**

**COOPERATIVE AGREEMENT H8W07110001**

**MODIFICATION XX**

**BETWEEN THE**

**UNITED STATES DEPARTMENT OF THE INTERIOR**

**NATIONAL PARK SERVICE**

**AND**

**[INSERT THE NAME OF THE RECIPIENT]**

**DUNS NO.: XXXXXXXXX**

**ADDRESS**

**CITY/STATE/ZIP**

**CFDA:** 15.945, Cooperative Research and Training Programs – Resources of the National Park System (CESU)

**PROJECT TITLE:** XXX

**PREVIOUS FEDERAL FUNDING:** $XXX (*Initial award, plus any previous modifications)*

**FEDERAL FUNDS OBLIGATED BY THIS ACTION:** $0.00

**TOTAL AMOUNTS FEDERAL FUNDS OBLIGATED:** $XXX (*Federal funds obligated to date (initial award + mods)*

**TOTAL AMOUNT OF AWARD:** $XXX (*Above total, plus recipient cost share, if applicable)*

**PERIOD OF PERFORMANCE:** MM/DD/YYYY – MM/DD/YYYY *[Must be consistent with the article describing the term of agreement (typically Article III or IV)]*

**GENERAL: *BRIEFLY*** *summarize the purpose of the modification and why the changes are being made. Each modification made below should have a brief mention of what is being done and why.* (Example: To update the project schedule, and extend the term of agreement for Phase 2 work, due to weather events that limited the availability of the principal investigator to conduct field work).).

**MODIFICATION:**

*Note:*

* *Put revisions here, numbered sequentially (using Word’s auto number feature).*
* *Refer to Article #s and letters in the original TA (or an earlier mod, if that’s what needs to be changed) and state that it either “is modified to read as” or “is modified to add at the end the following.” Do not use numbering or lettering from this example, as it may differ from your TA.*
* ***Examples follow – not all of these may be applicable to your modification****. Check your original TA and any previous mods to verify Article and item #s you refer to here.*
* *If you are making detailed changes or many changes to a section (e.g. project products or schedule sections), it’s often better to replace the entire section rather than make point-by-point changes. This makes for easier tracking later on.*

1. **ARTICLE II.B.2. – STATEMENT OF WORK**, is modified to read as:

2. Assign John Johnson, Supervisory Natural Resource Specialist, as the ATR.

1. **ARTICLE III – TERM OF AGREEMENT**, is modified to read as:

This Task Agreement is effective on September 15, 2011 through October 31, 2015.

1. **ARTICLE IV.A.1. – KEY OFFICIALS**, is modified to read as:
2. Agreement Technical Representative (ATR)

John Johnson

Supervisory Natural Resources Specialist

Yosemite National Park

P.O. Box 1200

Yosemite, CA 99999

555-555-5555

john\_johnson@nps.gov

1. **ARTICLE VI.B. – PROJECT PRODUCTS**, is modified to read as:

B. Phase 2: Analysis and Writing

1. August 31, 2014 – Submit complete listing of samples collected in Phase I to ATR, identifying those to be submitted for dating.
2. By September 15, 2014 – PI submits samples to dating lab. Estimated turn-around time is 2 months.
3. December 1, 2014 – PI circulates lab results to ATR.
4. January 15, 2015 – PI submits outline of proposed joint project publication, and PI and ATR discuss within 2 weeks.
5. May 30, 2015 – PI submits draft publication to ATR for review.
6. July 15, 2015 – ATR returns edited draft to PI.
7. August 31, 2015 – PI provides ATR with final publication draft. Completion of publication (journal submission, responses to editors and peer reviewers, etc.) will occur after the end of this task agreement.
8. By October 31, 2015 – final project close-out meeting between PI and ATR.

* *Be sure to use auto-numbering and lettering here to prevent errors and allow for much easier insertion/deletion.*

1. **All other terms and conditions remain unchanged.**

**IN WITNESS WHEREOF**, the parties hereto have executed this modification on the date(s) set forth below.

**XXXXX NATIONAL PARK SERVICE**

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Name Name

Title Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Date