

## Typical Elements of a Cooperating Agency MOU

### I. Introduction

- describes the planning/National Environmental Policy Act effort, and the major statutory and regulatory requirements it fulfills
- identifies the government entities assuming cooperating agency status through the MOU, and their qualifications as defined at 40 CFR 1508.15 and 1508.26: jurisdiction, special expertise, or jurisdiction and special expertise

### II. Purpose (describes what will be accomplished by the MOU)

### III. Authorities

- identifies the principal statutory authorities for the BLM to enter into the MOU
- identifies the principal statutory authorities for the cooperating agencies to enter into the MOU

### IV. Roles and responsibilities

- the roles of each party in the planning process, including contractors if applicable
- particular interests and areas of expertise of the cooperating agencies relative to the plan
- procedures for information sharing and confidentiality
- how the cooperating agencies' comments, recommendations, and data will be used in the planning process
- resource commitments
- anticipated schedule
- any other expectations of the parties

### V. Agency representatives (usually enumerated in an attachment)

### VI. Administration of the MOU

- how disagreements will be resolved
- how the MOU may be modified or terminated
- acknowledgement that the authority and responsibilities of the parties under their respective jurisdictions are not altered by the MOU