

NIH Intergovernmental Personnel Act Program

Fact Sheet for Managers

TOPIC	INFORMATION
Description of Authority	The IPA mobility authority allows the temporary assignment of employees (via detail or appointment) between Federal agencies and State, local, and Indian tribal governments, institutions of higher education and other eligible organizations. These agreements are intended to assist in the transfer and use of new technologies and to provide program and developmental experience that will enhance the assignees performance in his or her regular job.
References	<ul style="list-style-type: none"> • Title 5, USC 3371-3376 • 5 CFR, 334 • HHS Instruction 334-1, Temporary Assignment of Personnel Under the Intergovernmental Personnel Act of 1970, as amended • NIH Manual 2300-334-1
Coverage/Eligibility	<p>Non-Federal organizations eligible to participate in the IPA program</p> <ul style="list-style-type: none"> • State and local governments • Indian tribal governments • Accredited colleges and universities • Federally funded research and development centers • Other organizations (upon certification) <p>Employees eligible to participate in IPA Agreements</p> <p><i>Federal:</i></p> <ul style="list-style-type: none"> • Employees in career or career-conditional appointments, including career appointees in the Senior Executive Service, individuals under appointments of equivalent tenure in excepted service positions, and Presidential Management Interns. <p><i>Non-Federal:</i></p> <ul style="list-style-type: none"> • Individuals employed for at least 90 days in a career position with State, local, and/or Indian tribal government, U.S. institution of higher education or other eligible organization.
Approving Officials	IC Directors approve or disapprove the temporary assignment of personnel by detail or appointment under the Intergovernmental Personnel Act between NIH and eligible non-Federal organizations. IC Directors may redelegate authority.
Compensation	<p>Benefit ratios are computed first to determine the extent to which participating organizations will benefit from the assignment. Generally, cost-sharing arrangements are based on the benefit ratio.</p> <p>Note: If the NIH salary contribution exceeds GS-15, Step 10 (\$114,224) for scientists, and is at or above GS-14, Step 1 (\$74,697) for non-scientists, Dr. Kirschstein must approve the IPA assignment.</p>

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Duration	Initial assignments may be made for up to 2 years, depending on the needs of the organization involved. An assignment may be extended up to 2 additional years. However, an employee who has served on an IPA assignment for 4 continuous years may not be sent on another assignment without at least a 12-month return to duty with his/her regular employer. A Federal employee may not exceed a total of 6 years throughout his/her Federal career. The 6-year limitation does not apply to non-Federal employees.
Certification of Other Organizations	ICs should ensure that "other organizations" have received the certification required to participate in the IPA Program prior to entering into an IPA Agreement. <i>Note: Certification may be obtained by submitting an organization's Articles of Incorporation, Bylaws, and Internal Revenue Service nonprofit statement to the Human Resource Program Support Division (HRPS), OHRM. In cases where organizations have been certified by another Federal agency, ICs should obtain a copy of the certification and forward it to HRPS.</i>
Documentation	Optional Form (OF) 69 is to be used to document the IPA Agreement. Exhibit 334-1-H, Extension of Assignment of Agreement Under The Intergovernmental Personnel Act for extension of the IPA Agreement (optional) <i>Note: HRPS, OHRM conducts post audits of all IPA Agreements.</i>