PARTNERSHIP AGREEMENT
BETWEEN
THE UNITED STATES DEPARTMENT OF VETERANS AFFAIRS
AND
THE FEDERAL ASIAN PACIFIC AMERICAN COUNCIL

I. PARTIES

The parties to this Partnership Agreement (PA) are the United States Department of Veterans Affairs (VA) and the Federal Asian Pacific American Council (FAPAC).

II. BACKGROUND

FAPAC is a 501(c) (3) private non-profit and non-partisan professional organization founded in Washington, DC, in 1985. FAPAC is the national organization of Asian American Pacific Islander (AAPI) Federal and DC government employees. FAPAC supports and represents the interest of AAPI Federal employees (civilian and military) in all aspects of employment including hiring, promotion, retention, and training.

III. PURPOSE

The purpose of this PA is to provide the cooperative framework for a mutually beneficial working relationship between FAPAC and VA in recruitment, training, retention, and involvement of AAPIs in VA's workforce and programs.

IV. OBJECTIVES

The objectives of the PA shall be to coordinate and facilitate activities that are responsive to the needs of VA and FAPAC. In this regard, FAPAC shall make recommendations to VA on program initiatives that address concerns affecting the recruitment, accession, training, career development, promotion, and retention of qualified AAPIs in VA's workforce.

V. RESPONSIBILITIES

In fulfilling the objectives of the PA, the parties agree (subject to applicable legal limitations, including the Federal Labor Relations Statute) to participate and be responsible for the following activities.

A. VA will:

1. Participate in FAPAC's Annual Congressional Seminar and National Leadership Training Conference.

2. Issue Department-wide all station memoranda endorsing active participation for FAPAC's conference.

3. Issue Department-wide all station memoranda encouraging support for the recruitment and training of AAPIs.

4. Issue Department-wide all station memoranda encouraging employees to become involved in the FAPAC Chapter in VA should a Chapter be established in VA.

5. Purchase exhibit booth space at FAPAC's annual conference to further VA's various policies and program objectives for AAPIs.

6. Conduct human resources management training at the annual FAPAC conference.

7. Encourage VA employees to consider Intergovernmental Personnel Act (IPA) developmental assignment with FAPAC as loaned executives.

8. Advertise on FAPAC's official Web site and the annual conference program brochure to meet the U.S. Equal Employment Opportunity Commission's Management Directive 715 (MD-715) and Federal Equal Opportunity Recruitment Program (FEORP) recruitment and training initiatives.

9. Provide FAPAC with information on Requests for Proposals for VA contracts and grants. Provide a briefing on grant and contract requirements and processes.

10. Provide FAPAC with an inventory of career development programs for GS-12s and above with participation rates of minorities and women in comparison with total participation rates.

11. Collaborate with FAPAC in the development of a strategic plan for increasing AAPI representation at the GS 12-15 grade levels and SES, through outreach to the AAPI community, targeted recruitment, and marketing which includes use of electronic media (home page and Internet resources).

B. FAPAC will:

1. Provide VA the opportunity to participate in FAPAC's Annual Congressional Seminar and the National Leadership Training Conference.

2. Provide VA the opportunity to participate in FAPAC seminars as a recruitment and training opportunity for VA and AAPI supervisors, managers, and executives to be held annually in the Washington, DC, area.

3. Assist VA in its recruitment effort by posting their vacancy announcements on the FAPAC Home Page for an agreed upon length of time.

4. Recommend speakers on diversity, Equal Employment Opportunity (EEO), and AAPI issues for VA's internal programs.

5. Assist VA in assembling internal focus groups to provide feedback when VA is considering initiatives affecting AAPIs to achieve EEO and affirmative employment objectives.

6. Provide VA the opportunity to advertise on FAPAC's Web site as provided in MD-715 and FEORP guidelines.

7. Provide assistance and support to VA in its work with AAPI veterans groups.

8. Provide assistance and support to VA on policies and programs that further the mission and objectives of both parties to this PA.

VI. BENEFITS

The provisions of this PA will be addressed as part of VA's Department-wide strategy to improve the employment of AAPIs.

VII. PARTNERSHIP MANAGEMENT

A. A Partnership Management Team (PMT) will be formed to facilitate the direction and management of the Partnership. The PMT will consist of the following VA and FAPAC representatlves:

1. VA Department representation from the Office of Diversity Management and Equal Employment Opportunity.
2. VA Administrations and Staff Offices staff.
3. Other VA participants as needed.
4. National FAPAC Executive Board Members.

B. The PMT will perform a variety of activities to facilitate the success of the Partnership, including:

1. Develop and recommend plans and initiatives in furtherance of objectives of the PA.
2. Hold quarterly conference calls.
3. Track, analyze, and share information on Partnership activities and results.
4. Meet at least annually to jointly evaluate the effectiveness of the Partnership. The evaluation will be due annually on the effective date of the PA.
5. Ensure that issues and concerns, as well as best practices and successes, are appropriately communicated.

VIII. PROGRAM FUNDING

Nothing herein shall be construed as obliging VA and FAPAC to expend funds on behalf of the purpose, objectives, and responsibilities set forth in this PA except as stated herein or agreed to in writing by the signatories or the organizations they represent. All obligations of funds for expenditures by VA are subject to the availability of funds.

IX. EFFECTIVE DATE

This PA shall become effective on the date when the two parties sign. All terms are subject to Federal law and VA policy.

X. AMENDMENTS

This PA may be amended at any time by mutual written agreement of VA and FAPAC.

XI. TERMINATION

This PA may be terminated at any time by either party upon 60-day notice to the other party.

XII. AUTHORITY

This PA is entered into pursuant to 5 CFR Part 251.

XIII. DISCLOSURE OF INFORMATION

Subject to the Freedom of Information Act (5 U.S.C. 552), decisions or disclosure of information to the public regarding projects and programs within this PA will be made following consultations by the parties to the PA.

BY DIRECTION OF THE SECRETARY OF VETERANS AFFAIRS:

R. Allen Pittman
Assistant Secretary for Human Resources
and Administration

5-11-06
Date

FEDERAL ASIAN PACIFIC AMERICAN COUNCIL:

Linda Tuazon-Miller
President

5/11/06
Date
Honolulu, Hawaii