

**Agreement Establishing an Alliance
between
the U.S. Department of Labor's Office of Disability
Employment Policy,
And
the Families and Work Institute**

The Partners

ODEP is a sub-cabinet level Federal policy agency that develops and influences policies and practices that increase the number and quality of employment opportunities for people with disabilities.

Families and Work Institute (the Institute) is a nonprofit center dedicated to providing research for living in today's changing workplace, changing family and changing community.

The Alliance

The U.S. Department of Labor, Office of Disability Employment Policy (ODEP), and the Families and Work Institute (the Institute) recognize the value of establishing a collaborative relationship to promote the employment of individuals with disabilities. ODEP and the Institute hereby form an Alliance to provide Institute members and stakeholders with information, technical assistance, and access to resources that will enable members and stakeholders to create workplaces that include the talents of workers with disabilities. In developing this Alliance, ODEP and the Institute recognize that they are an integral part of a national effort to promote workplaces that include all workers including those with disabilities.

Alliance Activities

ODEP and the Institute agree to work together to carry out the following activities:

- *Share expertise and disseminate information* on hiring, advancing, and retaining workers with disabilities, including veterans with disabilities.

- *Promote and disseminate information on ODEP resources* to Institute members and stakeholders. ODEP resources include, but are not limited to, the Job Accommodation Network (JAN), the Employer Assistance and Resource Network (EARN), the Workforce Recruitment Program (WRP) plus practices and policies to increase disability inclusion in the workplace.

- *Develop and publicize resources on the value of hiring and retaining talented workers with disabilities including veterans with disabilities.* Such resources might include, but are not limited to, how-to-guides and other educational materials, success stories, and case studies developed collaboratively or by individual parties.
- *Identify emerging issues* to which the Alliance should direct particular attention and resources, and determine how best to communicate relevant and useful information related to these issues.
- *Speak, exhibit, and/or appear* at mutually agreed upon ODEP and Institute events.
- As appropriate, *convene and/or participate in stakeholder meetings* focused on forging innovative strategies for recruiting, hiring, retaining and promoting job candidates and employees with disabilities.
- *Provide technical assistance to employers and employees* regarding replicable disability employment strategies, policies and effective practices.
- *Participate in meetings and/or discussions with representatives from other ODEP Alliances* to exchange information on various disability employment issues that are being addressed and to explore opportunities for additional collaborative activities.
- *Carry out other activities, as mutually agreed upon,* that promote the hiring, advancement, and retention of individuals with disabilities.
- *Build awareness and use of the Workforce Recruitment Program (WRP)* as a hiring tool for Institute members and stakeholders.

Alliance Implementation

An implementation team made up of representatives of the Alliance organizations will meet to develop a plan of action, determine working procedures, and identify the roles and responsibilities of the participants. In addition, they will meet at least three times per year to track and share information on activities and results in achieving the goals and objectives of the Alliance. Team members will include representatives of ODEP's divisions and any other appropriate representatives. The points of contact for the respective parties are as follows: **ODEP:** Carol Boyer, Policy Advisor, Employer Team. **The Institute:**

General Alliance Provisions

ODEP's Alliances provide parties with an opportunity to participate in a voluntary, cooperative relationship that supports shared goals and furthers the national dialogue on

employing workers with disabilities. In accordance with that understanding, the following provisions apply:

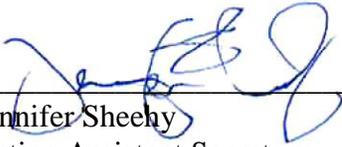
- This Alliance agreement will remain in effect for two years.
- By entering into an Alliance with a party, ODEP is not endorsing any products or services of that party; nor does the Agency enter into an Alliance with the purpose of promoting particular products or services of any party.
- This agreement may be modified in writing at any time with the concurrence of all signatories.
- All disputes arising under this agreement will be resolved by consultation between the parties.
- Any signatory may terminate this agreement for any reason at any time, provided they give 30 days' written notice.
- This agreement is not intended to legally bind the parties, nor is it intended to confer any right upon any private person.

Nothing in this agreement shall be interpreted as limiting, superseding or otherwise affecting each party's normal operations or decisions in carrying out its statutory or regulatory duties. This agreement does not limit or restrict the parties from participating in similar activities or arrangements with other entities.

This agreement does not itself authorize the expenditure or reimbursement of any funds. Nothing in this agreement obligates the parties to expend appropriations or enter into any contract or other obligations.

Signatures

In signing this Alliance, ODEP and the Institute demonstrate their commitment to the employment, retention and advancement of people with disabilities and to the goals and objectives described above.



Jennifer Sheehy
Acting Assistant Secretary
Office of Disability Employment Policy



Ellen Galinsky
President
Families and Work Institute

November 5, 2015