

**SMG 1117.823**

**FDA STAFF MANUAL GUIDES, VOLUME I - ORGANIZATIONS AND  
FUNCTIONS**

**FOOD AND DRUG ADMINISTRATION**

**OFFICE OF OPERATIONS**

**OFFICE OF FINANCE, BUDGET AND ACQUISITIONS**

**OFFICE OF ACQUISITIONS AND GRANTS SERVICES**

**DIVISION OF ACQUISITION SUPPORT AND GRANTS**

Effective Date: 07/08/2011

**1. DIVISION OF ACQUISITION SUPPORT AND GRANTS (DMMDBC)**

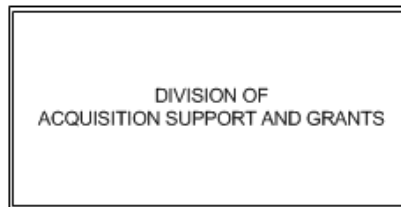
- A. Provides customer relation support and administration of acquisition systems.
- B. Provides current policies and procedures to assist the FDA community to develop and transfer federal technology to the commercial marketplace.
- C. Negotiates awards and monitors federal funds awarded through various grant mechanisms.
- D. Awards and administers Inter-Agency Agreements (IAGs). Assigns Memorandum of Understanding (MOU) tracking number and maintains MOU files.
- E. Provides contracts to support the State Contracts and Compliance Program. This program commissions the states to conduct inspections to ensure the quality and safety of the nations' food, animal feed and medical devices.
- F. Responsible for acquisitions for the Office of Criminal Investigations.

## 2. AUTHORITY AND EFFECTIVE DATE

The functional statements for this Division were approved by the Secretary of Health and Human Services, effective July 8, 2011.

<b>STATUS (I, R, C)</b>	<b>DATE APPROVED</b>	<b>LOCATION OF CHANGE HISTORY</b>	<b>CONTACT</b>	<b>APPROVING OFFICIAL</b>
Initial	01/13/2009	N/a	OC/OO/ OM/OMP	Commissioner of the Food and Drug Administration
Revision	08/07/2009	N/a	OC/OA/OM/ OBOHCP/OMP	Secretary of the Department of Health and Human Services
Revision	07/08/2011	N/a	OO/OM	Secretary of the Department of Health and Human Services

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The following is the Food and Drug Administration, Office of Operations, Office of Finance, Budget and Acquisitions, Office of Acquisitions and Grants Services, Division of Acquisition Support and Grants organization structure depicting all the organizational structures reporting to the Office Director.

#### DIVISION OF ACQUISITION SUPPORT AND GRANTS