

Item 2.

Forms A - G



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Form**

U.T. SYSTEM RESEARCH TRANSMITTAL FORM A

STANDARD RESEARCH AGREEMENT

Date: _____

Name of Institution's President (or Approved Designee)

Title

Name of Instituion

Address of Institution

City, Texas Zip Code

RE: Agreement with () - () Investigator

Dear President _____ (or Approved Designee):

We request your administrative approval of the above-referenced agreement.

Description of project follows, to include:

- 1. Title of Project:
- 2. Principal Investigator(s):
- 3. Description of Project:
- 4. Amount of Sponsorship:
- 5. Term of Agreement:

The agreement is a standard research agreement in the form approved by the Office of General Counsel.

Sincerely,

Contract
Administrator's
Name

APPROVED

By: _____
President (or Designee)

Date: _____

Attachments:

- 1) Copy of agreement
- 2) All attachments to agreement

UT SYSTEM RESEARCH TRANSMITTAL FORM B
STANDARD RESEARCH AGREEMENT
WITH NONSUBSTANTIVE MODIFICATIONS

Date: _____

Name of Institution's President (or Approved Designee)

Title

Name of Institution

Address of Institution

City, Texas Zip Code

RE: Agreement with () - () Investigator

Dear President _____ (or Approved Designee):

We request your administrative approval of the above-referenced agreement.

The agreement is a standard research agreement with nonsubstantive modifications as follows:

- 1.
- 2.
- 3.

This agreement has been reviewed at the institutional level and the modifications to this agreement do not, in my judgment, render the agreement non-conforming to the UT System Intellectual Property Policy or Guidelines concerning research agreements or necessitate further review by the Office of General Counsel.

Sincerely,

Contract
Administrator's

Name

APPROVED

By: _____
President (or Designee)

Date: _____

Attachments:

- 1) Copy of agreement
- 2) All attachments to agreement

UT SYSTEM RESEARCH TRANSMITTAL FORM C

COMPANY UNIVERSAL AGREEMENT

Date: _____

Name of Institution's President (or Approved Designee)

Title

Name of Institution

Address of Institution

City, Texas Zip Code

RE: Agreement with () - () Investigator

Dear President _____ (or Approved Designee):

We request your administrative approval of the above-referenced agreement.

Description of project follows, to include:

- 1. Title of Project:
- 2. Principal Investigator(s):
- 3. Description of Project:
- 4. Amount of Sponsorship:
- 5. Term of Agreement:

The agreement is a current company universal agreement approved by the Office of General Counsel.

Sincerely,

Contract

Administrator's
Name

APPROVED

By: _____
President (or Designee)

Date: _____

Attachments:

- 1) Copy of agreement
- 2) All attachments to agreement

UT SYSTEM RESEARCH TRANSMITTAL FORM D

COMPANY UNIVERSAL AGREEMENT WITH NONSUBSTANTIVE MODIFICATIONS

Date: _____

Name of Institution's President (or Approved Designee)

Title

Name of Institution

Address of Institution

City, Texas Zip Code

RE: Agreement with () - () Investigator

Dear President _____ (or Approved Designee):

We request your administrative approval of the above-referenced agreement.

The agreement is a company universal agreement approved by the Office of General Counsel with nonsubstantive modifications as follows:

- 1.
- 2.
- 3.

This agreement has been reviewed at the institutional level and the modifications to this agreement do not, in my judgment, render the agreement non-conforming to the UT System Intellectual Property Policy or Guidelines concerning research agreements or necessitate further review by the Office of General Counsel.

Sincerely,

Contract
Administrator's
Name

APPROVED

By: _____
President (or Designee)

Date: _____

Attachments:

- 1) Copy of agreement
- 2) All attachments to agreement

UT SYSTEM RESEARCH TRANSMITTAL FORM E

**RENEWAL OR EXTENSION OF PREVIOUSLY APPROVED
RESEARCH AGREEMENT (CONTINUING THE SAME OR RELATED RESEARCH)**

Date: _____

Name of Institution's President (or Approved Designee)

Title

Name of Institution

Address of Institution

City, Texas Zip Code

RE: Agreement with () - () Investigator

Dear President _____ (or Approved Designee):

We request your administrative approval of the above-referenced agreement. Description of project follows, to include:

- 1. Title of Project:
- 2. Principal Investigator(s):
- 3. Description of Project:
- 4. Amount of Sponsorship:
- 5. Term of Agreement:

The agreement is a renewal or extension of a research agreement executed on [].

Sincerely,

Contract
Administrator's
Name

APPROVED

By: _____
President (or Designee)

Date: _____

**U. T. SYSTEM RESEARCH TRANSMITTAL FORM F
CONFORMING AGREEMENT**

Date: _____

Name of Institution's President (or Approved Designee)
Title
Name of Institution
Address of Institution
City, Texas Zip Code

RE: Agreement with () - () Investigator

Dear President _____ (or Approved Designee):

Please review the attached proposed research (or clinical study) agreement.

The proposed agreement has been reviewed at the institutional level. Intellectual property provisions of the agreement, if any, are confined to rights to inventions arising from performance of the agreement and conform to the UT System Intellectual Property Policy and Guidelines concerning research agreements.

In my judgment, **[CHECK ONE OF THE TWO BELOW]**

- no intellectual property is anticipated to result from performance of the project.

- o intellectual property may be anticipated to result from performance of the project.

With regard to indemnification provisions, **[CHECK ONE OF THE THREE BELOW]**

- o indemnification language is the standard indemnification language approved by the Office of General Counsel.
- o indemnification language, though not the standard indemnification language approved by the Office of General Counsel, is nevertheless within the guidelines of the Regents' Rules.
- o Indemnification is not required because the sponsor has neither furnished nor required the use of materials, processes, or procedures.

Sincerely,

 Contract
 Administrator's
 Name

APPROVED

By: _____
 President (or Designee)

Date: _____

Attachments:

- 1) Copy of agreement
- 2) All attachments to agreement

UT SYSTEM NON-CONFORMING INTELLECTUAL PROPERTY FORM G

Prior to execution of the non-conforming agreement, forward a completed Form G, with a copy of the agreement attached, to your institution's President (or an approved designee) for approval and execution pursuant to the Regents' Rules. The Form G is set forth below:

UT SYSTEM NON-CONFORMING INTELLECTUAL PROPERTY FORM G

Date: _____

Subject: [INSERT NAME OF AGREEMENT] with [INSERT NAME OF COMPANY] – [INSERT NAME OF INVESTIGATOR], Investigator

In my judgment, [CHECK ONE OF THE TWO BELOW]

_____ no intellectual property is anticipated to result from performance of the project.

_____ intellectual property may be anticipated to result from performance of the project.

The proposed agreement has been reviewed at the institutional level and the deviations from the U.T. System Intellectual Property Policy or Guidelines concerning this agreement are as follows: [LIST ALL DEVIATIONS]

- 1. _____
- 2. _____
- 3. _____

[ETC.]

Explanations that may be helpful to the resolution of any outstanding issues related to the agreement (if any) are as follows: [DELETE IF NOT APPLICABLE]

The individual(s) we have worked with at the sponsoring company are [INSERT NAMES]. The Office of General Counsel has not participated in negotiations to bring the agreement into conformance with the U.T. System Intellectual Property Policy and Guidelines.

Further considerations are as follows: [LIST ALL SUCH CONSIDERATIONS AND/OR ISSUES WORTH NOTING] [DELETE IF NOT APPLICABLE]

- 1. _____
- 2. _____
- 3. _____

[ETC.]

In view of the criteria specified for agreements that do not conform to the U.T. System Intellectual Property Policy and Guidelines:

It is my opinion that the benefits from the level of funding for the proposed research and/or other consideration from the sponsor outweigh any potential disadvantage that may result from deviation(s) to the U.T. System Intellectual Property Policy or Guidelines.

Sincerely,

[CONTRACT ADMINISTRATOR'S NAME AND TITLE]

AGREED AND APPROVED:

By: _____

President of [INSERT NAME OF INSTITUTION]

[OR APPROVED DESIGNEE]

[IF DESIGNEE, INCLUDE TITLE]

Print Name: _____

Date: _____

Attachments:

- 1) Copy of agreement
- 2) All attachments to agreement

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[Intellectual Property Section Homepage](#)



University of Texas System Office of General Counsel

Comments to intellectualproperty@utsystem.edu

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