

Agreement Type	Description	Responsible Office
Affiliated Hospital Agreement	A contractual agreement for services between RU and various hospitals	Corporate Contracts (via REDCap submission)
Amendment/Addendum/Modification	<p>An agreement to modify certain terms and conditions of an existing agreement between RU and another party(ies)</p> <p>Examples include changes in PI, budget, timelines, other legal terms and conditions</p>	<p>Corporate Contracts (for-profit sponsors AND all clinical contracts regardless of sponsor)</p> <p>ORSP (non-profit and Federal sponsors)</p>
Assistance Agreement	<p>An agreement that details funding in support of a particular scope of work. Payment is not based on outcomes, but on completion of the proposed investigation</p> <p><i>Note: This is typically a grant agreement</i></p>	ORSP
Center Membership Agreements	An agreement between RU and a corporate Sponsor for membership and participation in an RU (or RU with another research institution) center	Corporate Contracts
Certificate of Confidentiality Agreement	An agreement issued by the NIH to protect the privacy of research subjects by protecting investigators and institutions from being compelled to release information that could be used to identify subjects with a research project. CoCs are issued to institutions or universities where the research is conducted. They allow the investigator and others who have access to research records to refuse to disclose identifying information in any civil, criminal, administrative, legislative, or other proceeding, whether at the federal, state, or local level	Corporate Contracts

Clinical Trial Agreement	<p>An agreement for a biomedical or behavioral research study of human subjects that is designed to answer specific questions about biomedical or behavioral interventions (drugs, treatments, devices, or new ways of using known drugs, treatments, or devices). Clinical Trials are conducted to determine whether new biomedical or behavioral interventions are safe and effective. The protocol may be written by either the Sponsor (standard industry-sponsored Clinical Trial) or by the Investigator (Investigator-Initiated Clinical Trial). All CTAs are subject to approval by the IRB</p> <p>NOTE: This may be either Sponsor-Initiated or Investigator-Initiated</p>	Corporate Contracts (via REDCap submission)
Confidential Disclosure Agreement (CDA) Non Disclosure Agreement (NDA) Proprietary Information Agreement (PIA)	An agreement that details the conditions under which information will be held confidential, and under what circumstances the information can be shared with other parties	Corporate Contracts
Cooperative Agreement	An agreement that details work to be done by multiple stakeholders, usually	Corporate Contracts (for-profit sponsors AND all clinical contracts regardless of sponsor)

	including significant Sponsor involvement in the conduct or report of the project <i>NOTE: may be funded or non-funded</i>	ORSP (non-profit sponsors)
Data Use Agreement	An agreement between RU and another party(ies)that details the policies and procedures under which confidential data can be exchanged and used	Corporate Contracts (for-profit sponsors AND all clinical contracts regardless of sponsor) ORSP (non-profit sponsors)
HIPAA-Business Associate Agreement	An agreement between RU and another party to ensure that collected information is protected	Corporate Contracts - RBHS (via REDCap submission)
Intellectual Property Agreement/ License Agreement	An agreement that details the terms under which intellectual properties (i.e., patents, copyrights) can be exchanged or protected	ORC
Inter-Institutional Agreement	An agreement between two or more institutions where there are co-inventors and shared IP. The agreement details specifics terms and conditions regarding patent costs, licensees, etc	ORC
Lab Services Agreement	An agreement that details the right and responsibilities regarding specific RU lab services	Corporate Contracts (for-profit sponsors AND all clinical contracts regardless of sponsor) ORSP (non-profit sponsors)
Master Agreement	An overarching agreement between RU and an Industry Sponsor that details all the legal and operational terms and conditions under which the parties agree to conduct all subsequent Research,	Corporate Contracts (for-profit sponsors AND all clinical contracts regardless of sponsor) ORSP (non-profit sponsors)

	Service, or Clinical Trial projects. Once the MSA is in place, each individual project or Clinical Trial would require only a study-specific Work Order to be finalized to outline the relevant study information without having to renegotiate all the legal terms each time	
Material Transfer Agreement	An agreement that details the terms under which certain materials can be shared between entities without fees	Corporate Contracts (for-profit and non-profit sponsors)
Option Agreement	An agreement describing the conditions under RU preserves the opportunity for a third party to negotiate a license for RU intellectual property	ORC
Purchase Service Agreement	A contractual agreement for RU to purchase specified services from a vendor or a consultant outside of the institution	Procurement Services
Professional Services	Outgoing: An agreement for an RU PI to perform specific services (demonstration, training, etc) with a company in the PI's area of expertise Note: <i>procurement of outside professional services is managed by RU Procurement/Purchasing</i>	Corporate Contracts or for RBHS- OGC (via REDCap submission)
Research Agreement (master type or standalone)	A contractual agreement whereby a Sponsor provides support (funding/materials) to support a research investigation initiated by RU that has a defined scope of work, but which does not	Corporate Contracts (for-profit sponsors AND all clinical contracts regardless of sponsor) ORSP (non-profit sponsors)

	<p>have a requirement for specific outcomes or deliverables</p> <p>Note: <i>These can be funded or non-funded</i></p>	
<p>Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR)</p>	<p>SBIR (Small Business Innovative Research) and STTR (Small Business Technology Transfer) agreements are agreements with an Industry Sponsor who has received a federally funded grant to conduct a specific research activity, and where a proportion of the research will be conducted under a subcontract from that company to RU. The proportion of effort allocated to RU for the research as well as the nature of the Intellectual Property terms within the contract help differentiate whether one is an SBIR or STTR, but there are other specific federally mandated requirements for each, and a specific letter of intent must precede the agreement at the time of proposal submission that is different for an SBIR versus an STTR</p>	<p>Corporate Contracts</p>
<p>Service Agreement (master type or standalone)</p>	<p>A contractual agreement whereby payment is made by a Sponsor to RU for the conduct of a specific scope of work and clearly defined deliverables by personnel at RU</p>	<p>Corporate Contracts (for-profit sponsors AND all clinical contracts regardless of sponsor)</p> <p>ORSP (non-profit sponsors)</p>

Student Sponsorships (fellowships and company programs)	An agreement with a corporate sponsor in support of a specific RU researcher in a specific field of research	Corporate Contracts (for-profit sponsors) ORSP (non-profit sponsors)
Subcontract – Incoming	An agreement that provides support to the RU to complete/conduct a scope of work under a prime award to another institution	Corporate Contracts (for-profit sponsors AND all clinical contracts regardless of sponsor) ORSP (non-profit sponsors)
Subcontract – Outgoing	An agreement that provides support to another organization to complete/conduct a scope of work under an award to RU. This includes modifications to existing Subrecipients	Corporate Contracts (when funded by a for-profit AND all clinical contracts regardless of sponsor) ORSP (when funded by a non-profit)
Visiting Scientist Agreement	An agreement in support of a visiting scientist/researcher from another company, institution, etc. to perform research in a specific field	ORRA-Export Control Office
Other Agreements	Agreements other than those identified in this guide	To be determined on an individual case basis