

# Responsibility for Types of Research Agreements

Responsibility for handling different types of agreements for research or activities related to the conduct of research is distributed across several UCR administrative offices. This matrix is intended to help clarify which office has **primary** responsibility for negotiating and executing such agreements. The primary office may consult with other offices as appropriate.

Type of Agreement	Notes	Primary Responsibility
<b>Grants</b>	Grants are financial assistance awards (including fellowship awards made to UCR to support an individual or group of individuals) typically issued by governmental and non-profit entities.	Sponsored Programs Administration
<b>Cooperative Agreements</b>	Cooperative Agreements are financial assistance awards typically issued by governmental and non-profit entities when the sponsor anticipates that its programmatic personnel will have substantial involvement in project activities and oversight. Some industry sponsors may call their contract a Cooperative Research Agreement, but this does not change the nature of their contract.	Sponsored Programs Administration
<b>Research Contracts/Agreements</b>	Contracts/agreements contain detailed terms governing the performance, funding and reporting of a research project. They may be awarded in response to a sponsor-solicited or unsolicited proposal. They may be issued by governmental, for-profit/industry and non-profit entities.	Sponsored Programs Administration
<b>Subawards/Subcontracts</b> (Incoming & Outgoing)	An agreement between two entities that transfers a substantive portion of a scope of work and associated funding under a prime award to another institution or organization.	Sponsored Programs Administration
<b>Equipment Loan Agreements</b>	Agreements that temporarily transfer equipment, instruments or other similar items of tangible personal property to UCR for use in research, testing and evaluation purposes, or for instruction.	Sponsored Programs Administration – for loaned equipment to be used in the performance of sponsored programs,  Materiel Management – for all other equipment loans.
<b>License/Option Agreements to UC intellectual property</b>	A contract that conveys certain use rights related to UCR intellectual property (e.g., patents, copyrights or biological materials) to another entity, usually a for-profit company. An Option Agreement transfers these rights for a limited period of time.	Office of Technology Commercialization
<b>Material Transfer Agreements</b> (Incoming & Outgoing)	A Material Transfer Agreement is a contract entered into by a <i>provider</i> and a <i>recipient</i> of research material that protects the intellectual and other property rights of the provider while permitting research with the material to proceed.	Office of Technology Commercialization
<b>Confidentiality, Non-Disclosure or Secrecy Agreements</b>	An agreement to protect one party's proprietary information when it is shared with a second party. Examples: 1) a company sharing confidential information to explore the possibility of research collaboration with UCR; and 2) UCR sharing information about an invention with a potential licensee prior to patent protection or establishing a license agreement.	Office of Technology Commercialization – for disclosing UCR inventions Sponsored Programs Administration – for all other agreements related to the performance of sponsored programs
<b>Service Agreements</b>	A contract for UCR's performance of routine testing or standardized procedures based on a protocol developed by the requestor, where the outcomes are not likely to result in the addition of new knowledge or publishable information, and where any data collected is to be delivered without significant interpretive analysis. Generally, Service Agreements do not contain commitments regarding intellectual property.	Materiel Management
<b>Visiting Scientist Agreements</b>	Agreements used to enable a non-UC visitor to engage in collaborative activities with a UCR research team/lab when the visitor has a continued obligation to assign intellectual property rights to their employer.	Office of Technology Commercialization
<b>Memorandum of Understanding (MOU)</b>	A written document describing the roles and responsibilities of two (or more) parties on a particular venture. An MOU is less formal than a contract, but is often signed by the parties involved to indicate their agreement to the principles contained in the MOU. A MOU is sometimes a precursor to a formal agreement.	SPA – for MOUs related to the performance of sponsored programs College Dean – for all other MOUs