

Who can sign an SRA?

ICO has signature authority on behalf of Stanford to sign company SRAs. PIs also sign to acknowledge that they understand and will uphold their obligations under the agreement.

How can I speed up the processing of my SRA?

ICO's goal is to provide the Stanford community timely processing of SRAs. Our office handles many research agreements; negotiations, especially of intellectual property terms, can be long and complex. For each SRA, ICO must check that the terms of the agreement are consistent with university policy, compliance regulations are adhered to, and any conflicts of interest are reviewed and approved before ICO can sign the agreement.

To help us expedite finalizing your SRA, we recommend that any protocols and special approvals be prepared/requested as early as possible.

Who should I contact if I have questions about my SRA?

We will contact you when we begin working on your agreement. In addition feel free to call us (650) 723-0651 or email us at ico@stanford.edu. You may check the status of your SRA on the web through our Researcher Portal on our web site (<http://otlportal.stanford.edu>). Please contact us if you would like access.

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Sponsored Research Agreement FAQ

What is a Sponsored Research Agreement (SRA)?

An SRA is a type of contract used when an entity outside the university provides funding to Stanford for a faculty member to pursue a particular area of research during a specified time frame. ICO negotiates SRAs with companies.

When do I need an SRA?

ICO signs these agreements when a company provides funding to the university for a specific faculty project and expects intellectual property rights or detailed reports from the research.

When a company provides funding without expecting anything in return, it is not sponsored research, but a gift (see http://dor.stanford.edu/overview/gift_grant.html).

What process do I need to follow if I have a SRA?

If you are in the School of Medicine:
Please have the PI contact the appropriate Research Process Manager (RPM) at the Research Management Group (RMG) to assist with completing a PDRF form and budget. The RPM will forward the completed PDRF, budget, statement of work and other pertinent documents to ICO.

If you are in the Schools of Humanities and Sciences, Earth Sciences, Business, Law, or Education:

Please contact the appropriate Contracts Office of Sponsored Research (OSR), H&S and Other Schools Team to assist with completing a PDRF form and budget. The OSR Contract Officer will forward the completed SU-42, budget, statement of work and other pertinent documents to ICO.

If you are in the School of Engineering or one of the Independent Labs:

Please contact the appropriate Research and Finance Administrator at Engineering Research Administration (ERA) to assist with completing a PDRF form and budget. ERA will forward to OSR for processing, and ICO will finalize the SRA.

After ICO has reviewed the documents, we will contact you and let you know if we need further information. We will contact the company to negotiate the terms of the SRA as needed.

What do I need to consider when I use certain material in my research?

Use of certain materials requires compliance with federal laws and Stanford policies.

If your research will involve material that is...

1. **Obtained from a living person:**
IRB approval is required. Please provide us with a copy of your IRB approval or exemption letter and send Stanford's IRB Office a copy of the Provider's IRB letter, if applicable.

2. **Human cells or SCRO:**
provide
3. **A live or a live o**
proval
APLAC
4. **A radi**
proval
CRA/SI
5. **Recom**
biohaz
panel t
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Is there a need to p and ICO

Yes, we need resources (r or funding y research. T ensure that rights the U your existin and rights t sponsor con