

Funding Instruments

<u>Instrument Type</u>	<u>Description</u>	<u>Average Business Day Turnaround – Offices Involved</u>
Gift	Voluntary transfer of money or property made as a charitable donation without expectation or receipt of economic benefit. Does not have terms and conditions or budgetary restrictions. Processed by UNM Foundation. Gifts will not have human/animal subjects or COI restrictions.	Processed by UNM Foundation
Grant	Assistance mechanism to support research for the public good. Peer review of broad criteria. Limited sponsor oversight and control. Requires reporting on progress	2 to 10 SPO, IRB, IACUC, Export Control, COI, IT Security
Cooperative Agreement	Indicates that substantial programmatic involvement is anticipated between the sponsor and awardee during the performance of the research activities	2 to 10 SPO, IRB, IACUC, Export Control, COI, IT Security
Research Contract	Legally binding agreement to acquire goods or services for the direct use or benefit of the sponsor. More sponsor oversight and control. Contains deliverables	15 to 45 SPO, IRB, IACUC, Export Control, COI, IT Security, Privacy, Legal
Clinical Trial Agreement (CTA)	A biomedical or behavioral research study involving human subjects designed to answer specific questions about diagnostic procedures or therapeutic interventions (drugs, biologic products, treatments, devices, or new ways of using known drugs, treatments, or devices). Clinical trials are designed to determine whether new diagnostic procedures or therapeutic interventions are safe and efficacious	30 to 60 SPO, IRB, IACUC, Export Control, COI, IT Security, Privacy, Legal
Professional Services Agreement (PSA)	Unique, technical and/or infrequent function performed by an independent contractor qualified by education, experience, or technical ability. Predominately intellectual in character. Consulting services	5 to 20 SPO, Export Control, COI, Legal
Testing Services Agreement	Rarely used. Sponsor who requires a unique technical ability to test something for the sponsor. No intellectual property – providing a service	5 to 20 SPO, Export Control, COI, Legal, Vice Chancellor of Research
Incoming Subaward	An award sent to us by another Institution in which they have received funding from a Prime Sponsor. Flow through award	5 to 29 SPO, Export Control, COI
Outgoing Subaward	UNM contracts with an external entity to complete a portion of UNM's specific aims for a Prime award	5 to 29 SPO, Export Control, COI

All Funded Agreements (except gifts) are signed by the HSC Chief Financial Services Officer or SPO Associate Director. SPO obtains signature.

Ancillary (Unfunded) Instruments

<u>Ancillary Type</u>	<u>Description</u>	<u>Average Business Day Turnaround</u>
Material Transfer Agreement (MTA)	Short contracts governing the transfer of tangible research property (most often-biological materials) for research use	5 to 28 SPO, Export Control, Legal, VC for Research
Confidential Disclosure Agreement (CDA or NDA)	Short contract governing the transfer of confidential information between PI's and outside entities	5 to 21 SPO, Export Control, Legal, VC for Research
Date Share/Data Use	Data transfers driven by a research project, which may or may not have human subject data, or a limited data set as defined in HIPAA. For the transfer of data	5 to 45 SPO, Export Control, Legal, VC for Research, Privacy, IT Security
Memorandum of Understanding (MOU)	Expresses a convergence of will between the parties, indicating an intended common line of action	5 to 10 SPO, Export Control, Legal, VC for Research
Teaming Agreement	A contract between a potential prime contractor and another company to act as a subcontractor under a specified federal government contract or acquisition program	5 to 20 SPO, Export Control, Legal, VC for Research
Licensing Agreement	Used when a license needs to be acquired to gain the right to use, produce, or sell a product	10 to 45 SPO, Export Control, Legal, VC for Research
Business Associate Agreement (BAA)	Agreement protects personal health information (PHI)	5 to 20 SPO, Export Control, Privacy, VC for Research

All Ancillary Agreements are signed by the Vice Chancellor for Research but MUST FIRST come through SPO for review and negotiation

NM Anti-donation Clause

The Anti-donation Clause of the New Mexico Constitution forbids all state, counties, school districts, and municipalities from directly or indirectly pledging its credit or making any donation to or in aid of any person, association, or public or private corporation.

No Public employee shall directly or indirectly donate anything of value to an outside entity – this can include:

- Participating in a research study with another Institution without compensation from the outside entity for his/her work. This would constitute working free. UNM (and the researcher as a public employee of UNM) would be providing time, materials, and resources to the study, all of which constitute a value. UNM does not donate anything of value to outside entities
- Providing consulting to an outside company on University time and using university resources, including meeting at UNM facilities without compensation
- Testing a product for a company utilizing University resources or researcher time
- Giving supplies to private citizen's, i.e., a laptop that is no longer needed for a research study cannot be given to a person outside of the University – this would be considered donation of property