

TRAILBLAZER ADVENTURER
INNOVATOR DEFENDER CHALLENGER
ADVENTURER TRAILBLAZER DEFENDER VISIONARY
VISIONARY ADVENTURER TRAILBLAZER CHALLENGER DEFENDER VISIONARY

Research Contracts 2017

Office of Research Services (ORS)



UNIVERSITY
OF MANITOBA

Is it a grant or is it a contract?

- A grant is unrestricted funds
- A contract is anything where the University is accepting risk, or has an obligation. Some examples include:
 - Ownership, IP
 - Publication requirements
 - Indemnity
 - Funds contingent on a deliverable or milestone



Institutional Costs

UM Institutional Costs Policy: Recovery of costs to conduct research

- Grants: 15% or posted rate
- Research and clinical trial agreements: 30% or posted rate for non profit agencies or governments
- Technical Service Agreements: 40%
- Any exceptions need approval of VPRIO in consultation with Dean or Director of Academic Unit



Signing of Agreements Policy

- Research agreement up to \$100,000 – Director of Research Contracts
- Research agreements over \$100,000 – VP of International and Research
- TSA – Dean or Director responsible for the goods or service
- Confidentiality or Non-Disclosure agreements – Director of Research Contracts or Director of TTO
- Assignment or license of IP – Director of TTO
- ***Researchers cannot sign on behalf of the University***

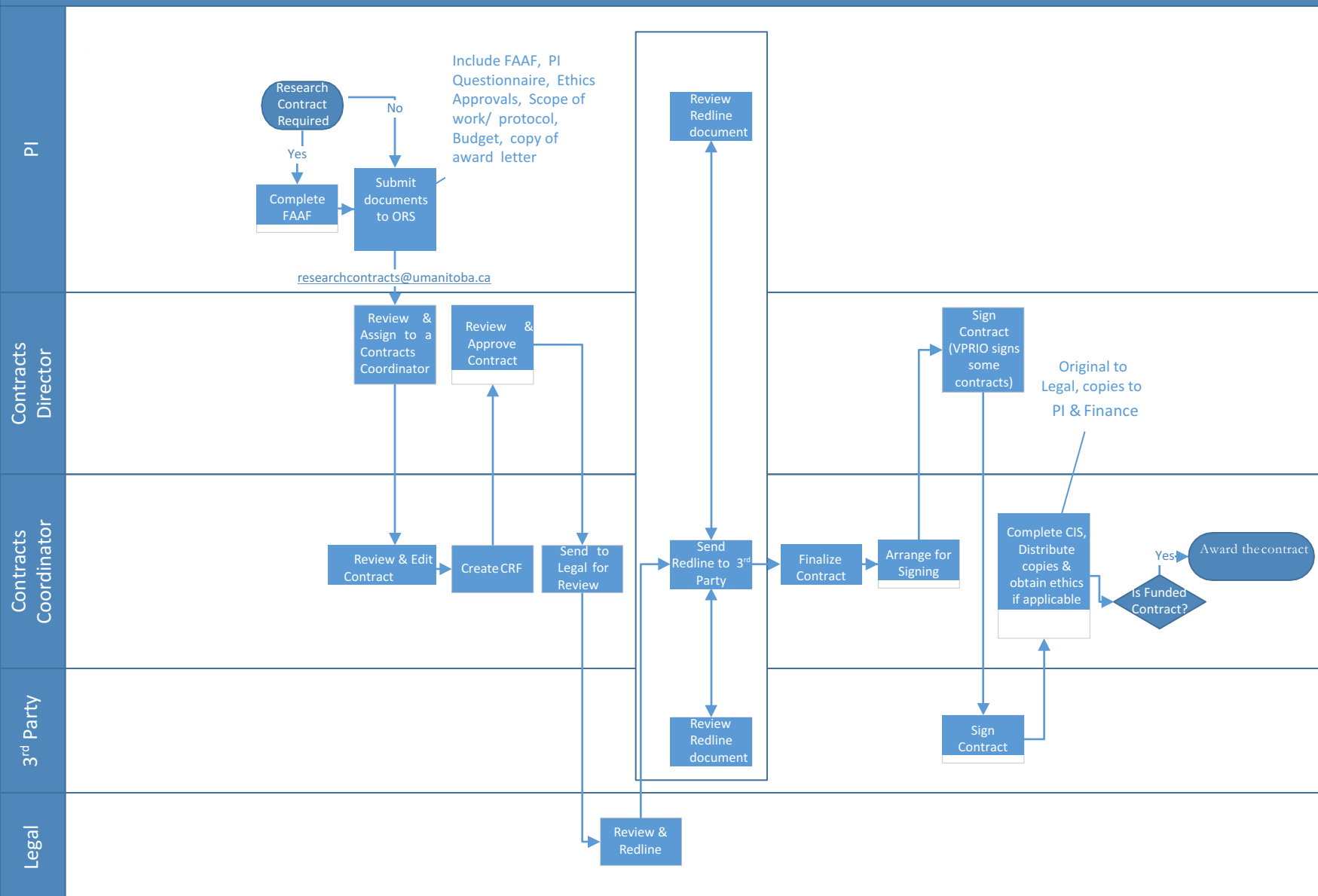


How are research contracts processed?

- Researchers submit to researchcontracts@umanitoba.ca
- Contract assigned to a contracts co-ordinator
- ORS reviews research contracts and addresses concerns by researcher(s) and reviews business terms.
- As per UM policy, all research contracts (non-UM templates) are reviewed/stamped by legal counsel.
- UM Technology Transfer Office may be consulted on intellectual property issues if necessary.
- International Office may also be consulted if required
- Technical Service Agreement go through the faculty office not ORS



Contracts



Once a contract is finalized...

- ORS obtains signatures for contract execution.
- ORS will send the researcher an executed copy.
- ORS will award funds and communicate with research accountant to set up FOP (if applicable).



How can I speed up the contract process?

- **Use a U of M template**
 - http://www.umanitoba.ca/admin/vp_admin/ofp/legal/agreements.html
- If not using a template - send all relevant information:
 - Completed PI Questionnaire
 - Protocol/Proposal/Statement of Work
 - Budget (and Budget Justification if required)
 - Required Ethics approvals and/or Informed Consent (if applicable)
 - Administrative contact info at sponsor/agency from which you received the contract
 - Fully signed FAAF (if applicable)
 - Timely response to requests from ORS and Legal Office



Contracts over the years

Type of Contract	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017
Research	125	167	357	408	203	178
Material Transfer	59	51	49	68	59	90
Confidential Disclosure	18	27	27	37	26	21
Clinical Trial	10	6	5	26	14	67
Data Sharing	0	0	0	12	26	44
Other	114	102	66	50	244	226
Total	326	353	504	601	572	626



Research Contracts Department

Director: Kerrie Hayes

Contract Coordinators:

- Michelle Olivson
- Holly Musto
- Krista Sanger
- Jennifer Henderson (admin support)

