

eCLAWS Documentation by Agreement Type

Agreement Type	Key Identifiers	Additional Attachments	Notes to Include in "Explanation" Field
Material Transfer Agreement (MTA)	<ul style="list-style-type: none"> Agreement to transfer physical chemical and/or biological materials between parties. Usually unfunded 	<ul style="list-style-type: none"> Relevant correspondence with PI / sponsor/ other party Relevant approvals (i.e. IBC, IRB, IACUC) 	<ul style="list-style-type: none"> Associated G #, if applicable
Data Use Agreement (DUA)	<ul style="list-style-type: none"> Agreement to transfer sensitive data between parties. Often used for transfer of human subjects data containing Personally Identifiable Information (PII) Usually unfunded 	<ul style="list-style-type: none"> Relevant correspondence with PI / sponsor/ other party Relevant approvals (i.e. IRB), data security plans 	<ul style="list-style-type: none"> Associated G #, if applicable
Non-Disclosure Agreement (NDA)	<ul style="list-style-type: none"> Agreement outlining exchange of confidential information between parties. Usually unfunded 	<ul style="list-style-type: none"> Relevant correspondence with PI / sponsor/ other party 	<ul style="list-style-type: none"> Associated G # or ePAWS #, if applicable Important dates (i.e. signature required by ___)
Funded Agreement - Federal Contract with FAR Clauses	<ul style="list-style-type: none"> Federal funding source Inclusion of FAR or DFAR clauses Described in preamble or cover page as "contract" or "subcontract" Government contract signature provided by "Contracting Officer" No associated CFDA number Can be funded or unfunded (i.e. a no-cost extension modification) 	<ul style="list-style-type: none"> Relevant correspondence with PI / sponsor Any JIT or prior approval material not previously reviewed/submitted by NU-RES Updated budget as applicable (i.e. if funding received is different from the amount proposed) as well as PI confirmation of written statement of work if not previously considered during JIT stage. Updated compliance approvals as applicable (i.e. IRB, IACUC, IBC, sUAS, etc.) 	<ul style="list-style-type: none"> Associated G #, if applicable Important dates (i.e. signature required by ___)

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Funded Agreement - Industry Sponsored Research Agreements	<ul style="list-style-type: none"> • Private, for profit funding source • Can be funded or unfunded (i.e. a no-cost extension modification) 	<ul style="list-style-type: none"> • Relevant correspondence with PI / sponsor • Any JIT or prior approval material not previously reviewed/submitted by NU-RES • Updated budget as applicable (i.e. if funding received is different from the amount proposed) as well as PI confirmation of written statement of work if not previously considered during JIT stage. • Updated compliance approvals as applicable (i.e. IRB, IACUC, IBC, etc.) 	<ul style="list-style-type: none"> • ePAWS # • Associated G #, if applicable • Important dates (i.e. signature required by ___)
Funded Agreement - All Other Funded Agreement Types	<ul style="list-style-type: none"> • Federal, non-profit, or state/municipal funding source • CFDA number (only for federal grants and cooperative agreements) • Preamble or cover page refers to the agreement as a Grant, Subaward, Subgrant, or Cooperative Agreement, or Intergovernmental Personnel Act (IPA) Agreement. • Federal Government signature provided by "Grants & Agreements Officer" • *For state/municipal funded awards, agreements may be also referred to as a "Contract" or "Subcontract" • Can be funded or unfunded (i.e. a no-cost extension modification) 	<ul style="list-style-type: none"> • Relevant correspondence with PI / sponsor • Any JIT or prior approval material not previously reviewed/submitted by NU-RES • Updated budget as applicable (i.e. if funding received is different from the amount proposed) as well as PI confirmation of written statement of work if not previously considered during JIT stage. • Updated compliance approvals as applicable (i.e. IRB, IACUC, IBC, sUAS, etc.) 	<ul style="list-style-type: none"> • ePAWS # • Associated G #, if applicable • Important dates (i.e. signature required by ___)

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Outgoing Subaward - Department Request	<ul style="list-style-type: none"> • Subaward issued by NU to another organization. NU is not the recipient • Can be funded or unfunded (i.e. no-cost extension or change in scope) 	<ul style="list-style-type: none"> • Relevant correspondence with the PI / subrecipient • Budget detail and statement of work, as applicable. 	<ul style="list-style-type: none"> • Prior approval from funding agency, if applicable
Other Agreement - Unfunded	<ul style="list-style-type: none"> • Only unfunded • The preamble or cover page refers to the agreement as a Memorandum of Understanding (MOU), Intellectual Property Agreement, or Teaming Agreement. • All other unfunded agreements that don't fit any of the above categories. 	<ul style="list-style-type: none"> • Relevant correspondence with the PI • Relevant documentation from sponsor. 	<ul style="list-style-type: none"> • Associated G and/or ePAWS #, as applicable