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| Material Transfer Agreement  Request Form for Incoming Material | | | | |
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| To submit a request for review of an incoming Material Transfer Agreement (MTA), please complete all requested fields in the form. Upon receipt, UVM Innovations will promptly begin reviewing your request and assist you in getting the MTA in place. Questions? Email: [mta@uvm.edu](mailto:mta@uvm.edu)  **PLEASE NOTE THE FOLLOWING:**  If you are trying to receive or transfer data of any sort, please contact Sponsored Project Administration at [spa@uvm.edu](mailto:spa@uvm.edu).  **Please Answer All Questions.** | | | | |
| 1. Please enter your contact information: | | | | |
| First and Last Name | Department | | | |
| Email | Phone | | | |
| 2. Are you the UVM Principal Investigator? Yes No If no, please fill out the PI information: | | | | |
| First and Last Name | Department | | | |
| Email | Phone |  | | |
| 3. Provider Principal Investigator Information: | | | | |
| First and Last Name | Company/Institution Name | | | |
| Email | Phone | | | |
| 4. Name of Material(s): | | | | |
| 5. Describe Material Type (check all that apply)   |  |  |  |  | | --- | --- | --- | --- | | Animal Model | Cell Line | Antibody (monoclonal) | Antibody (polyclonal) | | Protein | Virus | Plasmid | Other nucleic acid | | Compound | Device (non-medical) | Device (medical) | Human Origin Samples | | Software (encrypted) | Software (non-encrypted) |  |  | | Other (please describe) | | | | | | | | |
| 6: Please briefly describe your intended use for this Material:  Already described in MTA?  Yes  No  If no, please describe (note your description may limit the exact use of the Material(s) in the final agreement): | | | | |
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| 7. Please describe how many years you intend to use the Material, if known: | | | | |
| 8. Is an invention or discovery likely to come out of your work? | | Yes | No | Unsure |
| 9. Please indicate funding source(s) for this research (check all that apply)   |  |  |  |  | | --- | --- | --- | --- | | Company providing Material | Federal | State | UVM (Internal or Start-Up) | | Other (please describe) | | | | | | | | |
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| 10. Will you change the Material (e.g. make derivatives of, modify, or cross-breed)? | | | Yes | No |
| 11. Will you reverse-engineer the Material (e.g. determine the structure or other physical property of the Material)? | | | Yes | No |
| 12. Will the Material be used or co-mingled with materials received from another organization?  ***If yes, please list material & provider and whether you obtained it under an MTA or other agreement:***  **(Do not include materials purchased without restrictions)** | | | Yes | No |
| 13. Are you receiving this Material as a straightforward transfer of materials and not to collaborate in any other way?  ***If no, did you develop the protocol?***  ***Yes***  ***No***  ***If no, do you expect joint publication (co-authorship) of research results?***  ***Yes***  ***No***  ***Please describe how you and the Providing PI will each contribute to the collaboration, your expectations regarding potential revenue sharing from inventions that may result from the collaboration, etc.:*** | | | Yes | No |
| 14. Does this Material or research relate to a UVM invention?  ***If yes and known, please provide the UVM Case Number and technology title.*** | | | Yes | No |
| 15. Do alternative sources of the Material exist or is the Material commercially available? | | | Yes | No |
| 16. Do you have any questions or concerns regarding the terms for the MTA provided by the provider or otherwise regarding this Material?  ***If yes, please elaborate:*** | | | Yes | No |
| 17. Do you have any agreement form(s), document(s) or correspondence from the Outside Party we need to obtain from you?  Yes  No  Please feel free to provide any additional comments (optional): | | | | |