

# LIBERTY UNIVERSITY

## OFFICE of SPONSORED PROGRAMS

### Incoming Material Transfer Agreement Request Form

LU CONTACT INFORMATION					
PI Name:		Email:		Phone:	
Dept. Chair:		Email:		Phone:	
Department:					

PROVIDER INFORMATION					
Name of Institution Providing Materials:					
Country of Providing Institution:					
Provider Contact:		Email:		Phone:	
Is the provider the sole source of the material?				Yes	No

MATERIALS INFORMATION					
Description of the materials requested:					
Please select the applicable boxes based on the material to be transferred:					
	IBC		Biohazardous or Infectious Materials		
			Recombinant Nucleic Acid/Plasmids		
			Transgenic Organisms (animals, plants, insects)		
			IBC #		IBC Approval Date
	IACUC	IACUC #		IACUC Approval Date	
	IRB		De-identified		
			Identifiable		
			IRB #		IRB Approval Date
	Export Controls	EAR/ECCN #		ITAR Category	

OUTSIDE INTEREST CERTIFICATION				
At present or in the last 12 months prior to this agreement, do any investigators or family members have a significant financial interest related to the provider of the materials?			Yes	No

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PROJECT INFORMATION							
Briefly describe the project/purpose of the research:							
How long do you anticipate using the material?							
Does the research involve a third-party collaborator/institution?					Yes		No
Name of third-party institution:							
Location/Country of institution:							
Contact Name:		Email:		Phone:			
Will the research modify or alter the materials?					Yes		No
Does the potential exist for the development of intellectual property (inventions, copyright, etc.) during use of the material?					Yes		No
Do you plan to publish results from any research involving the use of the material?					Yes		No
Is the research involving the material funded via external sponsor(s)? If yes, name the sponsor(s):					Yes		No

SIGNATURE			
PI Signature:		Date:	

>> Please return completed form to: [grants@liberty.edu](mailto:grants@liberty.edu) <<

FOR OFFICE OF SPONSORED PROGRAMS USE ONLY			
IBC:		Approval:	
IACUC:		Approval:	
IRB:		Approval:	