



REQUEST FOR OTHER AGREEMENT

TO INITIATE A NEW AGREEMENT REQUEST, PLEASE FILL OUT AND EMAIL THIS FORM TO: ospcontracts@vt.edu

Please attach a copy of any draft agreements sent for VT review

What type of Agreement are you requesting?

- Collaboration Agreement
- Data Use Agreement
- Equipment Loan Agreement
- Facilities User Agreement
- Memorandum of Understanding
- Teaming Agreement
- Testing and Evaluation Agreement
- Other Agreement Not Listed

Please provide the following information for the Parties to the Agreement

VIRGINIA TECH

Please provide the following information for the PI, Department, and/or POC participating in the Agreement.

PI Name:	VT Point of Contact (if other than PI):
PI Department:	VT Point of Contact Email Address:
PI Email:	Department Organization Code (Example: 030800):

Is VT disclosing confidential information or IP? Yes No Maybe

OTHER ORGANIZATION

Please provide the following information for the Other Organization participating in the Agreement with Virginia Tech.

Name of Organization:	Organization's Address:
Point of Contact (if other than PI):	PI Name:
Point of Contact Email:	PI Email:

Is Organization disclosing confidential information or IP? Yes No Maybe

Will the Agreement involve any research pertaining to (check all that apply):

- Military, space, intelligence, or nuclear applications
- Known Export Control restrictions
- Commercial applications
- International partners

ADDITIONAL INFORMATION

What is the purpose and/or context for the agreement? Please provide any other relevant information.

Please note the following:

- All sponsored-research-related agreements must be processed through and signed by the Assistant VP in the Office of Sponsored Programs.
- As a point of contact, you may be required to sign this Agreement as such; however, you are not authorized to execute the Agreement (to sign on behalf of Virginia Tech).
- OSP will coordinate with the Office of Export and Secure Research Compliance to ensure that there are no export control issues.
- Upon execution of an Agreement, you will be notified and provided with a copy of the Agreement. You must comply with the terms of the Agreement.

If you have questions or if you need additional information, please contact Cyndy Williams in the Office of Sponsored Programs at cwilli64@vt.edu or 231-3371.