**THE UNIVERSITY OF TEXAS AT SAN ANTONIO**

**OFFICE OF SPONSORED PROJECT ADMINISTRATION**

**OUTGOING MATERIAL TRANSFER AGREEMENT QUESTIONNAIRE**

Please complete and send to [Joshua.Trigo@utsa.edu](mailto:Joshua.Trigo@utsa.edu)

***THIS FORM IS NOT A MATERIAL TRANSFER AGREEMENT (MTA).***

***INFORMATION PROVIDED WILL HELP UTSA DEVELOP AN MTA TO SEND TO THE RECIPIENT.***

***The MTA document will be prepared and signed by the authorized UTSA signatory after this form is received with complete information. Negotiations with the recipient’s institution may be necessary prior to signature.***

DEFINITIONS: **Progeny**: Unmodified descendant from the MATERIAL, such as virus from virus, cell from cell, or organism from organism.

**Unmodified Derivatives**: Substances created by the RECIPIENT which constitute an unmodified functional subunit or product expressed by the MATERIAL. Examples: subclones of unmodified cell lines, purified or fractionated subsets of the MATERIAL, proteins expressed by DNA/RNA supplied by the PROVIDER, or monoclonal antibodies secreted by a hybridoma cell line supplied by the PROVIDER.

***Providing* *UTSA* *Investigator*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: (\_\_\_) \_\_\_\_\_\_\_\_ Fax: (\_\_\_) \_\_\_\_\_\_\_\_ Bldg./Room#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_@utsa.edu**

**MATERIALS Requested** (MATERIAL)**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Name of firm/institution requesting MATERIALS* (*RECIPIENT*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Primary address of receiving firm/institution*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Recipient* *Investigator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: (\_\_\_) \_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Contact person, IF NOT SAME AS ABOVE:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: (\_\_\_) \_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_**

**Describe MATERIAL in layman’s terms**:

**Briefly describe RECIPIENT’S intended use of MATERIAL** (RESEARCH PLAN):

**Period planned for RECIPIENT’S possession & use of MATERIAL**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Does this MATERIAL transfer involve collaboration with the Recipient Investigator**? □ No □ Yes

**If Yes, is there a written collaboration agreement?** □ No □ Yes

**Was this MATERIAL developed solely in your lab at UTSA?**

□ No □ Yes  **If No, where was it developed and by whom?**

**Was this MATERIAL originally obtained from a source outside UTSA, institution, or colleague, company or repository? MTA?**

□ No □ Yes **If Yes, identify the original source:**

**Does this MATERIAL contain or was it derived from material(s) received from others?** □ No □ Yes **If Yes, identify the other material(s) and the providers and any MTA:**

**Does this MATERIAL incorporate GFP or Tet Systems Technology?** □ No □ Yes  **If Yes, specify provider/source?**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Did you have a MTA or license agreement for those materials?** □ No □ Yes

**Identify source(s) of funding used to develop this MATERIAL:**

**Provide UTSA account number for grant or project that funded creation of MATERIAL? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Has a description of this MATERIAL been published?**

□ No □ Yes **If Yes, provide full citation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Are there other sources of MATERIAL?** □ No □ Yes □ Unsure

**If Yes, identify other source(s) for MATERIAL:**

**Has the MATERIAL been disclosed to UTSA’s Technology Commercialization Office as a potential invention?** □ No □ Yes

**If Yes, provide file number**

**Is the MATERIAL patented/patent pending? File number\_\_\_\_\_\_\_\_**

□ No □ Yes □ Unsure

**Will the RECIPIENT be producing any progeny or unmodified derivatives from this MATERIAL?** □ No □ Yes □ Unsure

**Do you want a copy of the research results from the RECIPIENT?**

□ No □ Yes

**Do you want to review the RECIPIENT’S findings prior to their publication?** □ No □ Yes

**Do you want to be acknowledged in any RECIPIENT publication?**

□ No □ Yes

Do you wish to be reimbursed by the RECIPIENT for the cost of preparing/shipping this MATERIAL? □ No □ Yes

If Yes, please provide cost and cost-encumbered account number:

**Do you want the RECIPIENT to return or destroy any remaining MATERIAL, progeny, and unmodified derivatives after completing the RESEARCH PLAN?** □ Return □ Destroy

**What is the likelihood of an invention resulting from the RECIPIENT’S use of this MATERIAL?**

□ Highly possible □ Somewhat possible □ Not expected

**Is this MATERIAL a select agent or toxin as defined by the federal government?** See [www.cdc.gov/od/sap/docs/salist.pdf](http://www.cdc.gov/od/sap/docs/salist.pdf) for a list of select agents and toxins. □ No □ **Yes Do you have a license?**

**If Yes, please describe**

**To the best of my knowledge, the above information is true and correct**.

**PROVIDER’s signature required:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_ (Rev. 03/07/12)