

SP Proposal Attachments

Grant Applications

- Grant package (or link to 424 application), including documentation required for subawards, if any
- Program announcement or application guidelines if other than a parent NIH R01, R03, R21

Proposal for Subaward (e.g., under an NIH proposal to another university)

- Proposal package (documents the prime applicant has requested from UT)
- Application guidelines if other than an NIH R01
- Statement of Work for UT
- Budget and justification for UT
- Subrecipient commitment form partially completed

Industry-Sponsored Clinical Trials

- Proposed contract
- Sponsor protocol
- Final sponsor budget
- Final internal budget
- Informed consent/Authorization
- Billing Grid
- IRB approval
- Approval for F&A rate exception, if applicable

Other Industry Contracts (indemnification letters, etc.)

- Proposed agreement
- Other necessary documents, if any
- IRB/IACUC approvals, if applicable
- Approval for F&A rate exception, if applicable

Industry-Sponsored Research Agreements

- Proposed contract
- Protocol/Statement of Work
- Final budget
- IRB/IACUC approvals, if applicable
- Approval for F&A rate exception, if applicable

Amendments to any type of agreement

- Proposed amendment
- Revised protocol or statement of work, if applicable
- Revised budget, if applicable
- Updated IRB/IACUC approvals, if applicable
- Approval for F&A rate exception, if applicable

Payable Subawards (e.g., a subaward to St. Jude under an NIH grant to UT)

- Proposed subaward agreement
- Statement of work for the subrecipient
- Budget for the subrecipient
- Subrecipient commitment form and any other required information
- Subrecipient's F&A rate agreement
- Non-compete justification (NCJ) and its approval, if applicable

Confidentiality/Non-disclosure Agreements

- Proposed agreement
- Information about why UT is receiving or disclosing the information
- Contact information for the other party

Material Transfer Agreement (incoming)

- Proposed agreement
- MTA Questionnaire (incoming)
- Attestation re: Illegal Aliens for incoming MTAs with private domestic entities
- IBC approval, if already approved

Material Transfer Agreement (outgoing)

- MTA Questionnaire (outgoing)
- IBC approval, if already approved

Grant Agreements (e.g., American Heart, Komen Foundation)

- Agreement
- Revised budget, if applicable
- Any other required documents (term sheets, etc.)

If you're routing other documents and have questions about attachments, please contact [GRA](#).