

Parties and Signatories

Who can enter into research agreements at UofT?

Agreements concerning research undertaken at the University or by University researchers must be entered into by the University, not Principal Investigators, Departments, Faculties, Centres or Institutes. This includes agreements for research funding, material transfer agreements, confidentiality agreements and the like. The proper contracting body for the University (i.e. the name that should be on research agreements) is the "Governing Council of the University of Toronto".

The University's signatures on an application or agreement indicate the University's willingness to administer the research funds (or the subject matter of the agreement) on the investigator's behalf, consistent with the University's policies and the relevant terms and conditions of the agreement. The University's signature on the agreement binds everyone over whom the University has authority (i.e. faculty, staff and students). The corollary of that is that the University cannot consent on behalf of the parties who do not fall under the University's umbrella (i.e. the affiliated hospitals).

The University should only be a party to agreements concerning research undertaken at the University or by University researchers. If research work is being undertaken at both the University and another location (i.e. another university or the hospital) it is important that either the 2nd location is a party to the agreement or that the University enter into a subsequent agreement with the 2nd entity to ensure that we can fulfill our rights and obligations to the research sponsor. This is important even if no money is changing hands.

Principal Investigators or other University participants in a project should not generally be named as a party on an agreement. The signing of an acknowledgement clause in a research contract however does not make a Principal Investigator a party to the agreement.

Who can sign applications and agreements?

The *Policy on Approval and Execution of Contracts and Documents* states that all applications for research funding and all research related agreements must be signed by the Vice-President, Research or his designate. Divisional heads do not have the authority to bind the University by signing a research related application or agreement. IPO must review all applications and agreements before they are signed.

Before signing an application for research funding or a funding agreement, the University must be assured that the Principal Investigator is willing to undertake the project, that the relevant department, faculty or division is willing to administer the research funds, and that those who supervise investigators, allocate space and other resources, and provide administrative support to the research activity have approved of the proposed activity. This is indicated by the signature of the Principal Investigator and Divisional Head (Chair, Director, Dean, Principal) on the application for funding (if required by the Sponsor) and on a 'blue form' available at http://www.research.utoronto.ca/funding/pdf/ris_blue.pdf

The University's Policy on Approval and Execution of Contracts and Documents can be found online @ <http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/PDF/ppnov172008.pdf> .

Please contact IPO if you have any questions regarding the policy and its impact on your consulting work or on the Secondary Research Contract.

Every precaution has been taken to ensure that the information presented in this document is accurate at the time of going to press. However, the University of Toronto make no warranty or representation, expressed or implied, with respect to accuracy, completeness or usefulness of the information presented in this document.

Questions? Concerns? Contact IPO @ innovations.partnerships@utoronto.ca

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