


UF Agreement Review SmartForm

1.0 General Information

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1.0	* Agreement: <input type="button" value="Choose File"/> <input type="text"/>																																										
2.0	* Title: (If none provided, will default to file name of document) <input type="text"/>																																										
3.0	* Category: <input type="text"/> <table> <thead> <tr> <th>Document Types</th> <th>Code</th> </tr> </thead> <tbody> <tr><td>Appropriation</td><td>APPROP</td></tr> <tr><td>Clinical Trial Agreement</td><td>CTA</td></tr> <tr><td>Confidentiality/Non-Disclosure Agreement</td><td>CDA</td></tr> <tr><td>Contract</td><td>CON</td></tr> <tr><td>Cooperative Agreement</td><td>COOP</td></tr> <tr><td>CRADA</td><td>CRADA</td></tr> <tr><td>Data Use Agreement</td><td>DUA</td></tr> <tr><td>Equipment Agreement</td><td>EQUIP</td></tr> <tr><td>Grant</td><td>GRANT</td></tr> <tr><td>IFAS Sponsored Program Agreement</td><td>SPA</td></tr> <tr><td>Intergovernmental Personnel Assignment</td><td>IPA</td></tr> <tr><td>Master Agreement</td><td>MA</td></tr> <tr><td>Membership Agreement</td><td>MEMBER</td></tr> <tr><td>Memo of Understanding</td><td>MOU</td></tr> <tr><td>Modification</td><td>MOD</td></tr> <tr><td>Other Award Notice</td><td>OTHER</td></tr> <tr><td>Purchase Order</td><td>PO</td></tr> <tr><td>Software License Agreement</td><td>SOFT</td></tr> <tr><td>Task Order</td><td>TO</td></tr> <tr><td>Teaming Agreement</td><td>TMA</td></tr> </tbody> </table>	Document Types	Code	Appropriation	APPROP	Clinical Trial Agreement	CTA	Confidentiality/Non-Disclosure Agreement	CDA	Contract	CON	Cooperative Agreement	COOP	CRADA	CRADA	Data Use Agreement	DUA	Equipment Agreement	EQUIP	Grant	GRANT	IFAS Sponsored Program Agreement	SPA	Intergovernmental Personnel Assignment	IPA	Master Agreement	MA	Membership Agreement	MEMBER	Memo of Understanding	MOU	Modification	MOD	Other Award Notice	OTHER	Purchase Order	PO	Software License Agreement	SOFT	Task Order	TO	Teaming Agreement	TMA
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	If Other Specify: <input type="text"/>
4.0	Deadline: <input type="text"/> 
5.0	* Sponsor/Outside Organization: <input type="text"/> <input type="button" value="Select..."/> <p>If Sponsor does not appear in list, enter name:</p> <input type="text"/>
6.0	Sponsor/Outside Organization Contact: <input type="text"/>
7.0	Sponsor/Outside Organization Reference Number: <input type="text"/>
8.0	Principal Investigator / Principal Technical Contact: <input type="text"/> <input type="button" value="Select..."/>
9.0	Submitting Department: <input type="text"/> <input type="button" value="Select..."/>
10.0	Primary Administrative Contact: <input type="text"/> <input type="button" value="Select..."/>

11.0	<p>Are there dollars associated with this agreement?</p> <p> <input type="radio"/> Yes <input type="radio"/> No Clear </p>								
12.0	<p>Link to other submission:</p> <div> <input type="text"/> <input type="button" value="Add"/> </div> <table border="1"> <thead> <tr> <th>Project ID</th> <th>Title</th> <th>Type</th> <th>Document</th> </tr> </thead> <tbody> <tr> <td colspan="4">There are no items to display</td> </tr> </tbody> </table>	Project ID	Title	Type	Document	There are no items to display			
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13.0	<p>Provide any additional information that would be useful for this review:</p> <div> <div></div> </div>								
14.0	<p>Supporting Documents:</p> <div> <input type="button" value="Choose File"/> </div> <div> <input type="text"/> </div>								

2.0 Terms and Conditions

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1.0	<p>* Terms and Conditions:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Carryover of unexpended balances - Automatic <input type="checkbox"/> Carryover of unexpended balances - Requires Sponsor Prior Approval <input type="checkbox"/> China Entity Restriction (NASA) <input type="checkbox"/> ClinicalTrials.gov reporting required <input type="checkbox"/> Copyright - UF does not own copyright in materials produced <input type="checkbox"/> Cost Accounting Standards apply <input type="checkbox"/> DD254 - Classified Information Exchange Applies <input type="checkbox"/> Deliverables - Sponsor owns copyright in deliverables <input type="checkbox"/> Employee Restriction - please read award <input type="checkbox"/> Employee Screening - All employees & entities must restricted party screened <input type="checkbox"/> Employee Screening - E-Verify Requirements Apply <input type="checkbox"/> Equipment - Conditional title vests with UF <input type="checkbox"/> Equipment - Must be returned at end of award <input type="checkbox"/> Equipment - Title vests with Sponsor <input type="checkbox"/> Expenditure - Restrictions apply on Equipment <input type="checkbox"/> Expenditure - Restrictions apply on Fringe Benefits <input type="checkbox"/> Expenditure - Restrictions apply on PI salary <input type="checkbox"/> Expenditure - Restrictions apply on Travel - Domestic <input type="checkbox"/> Expenditure - Restrictions apply on Travel - Foreign <input type="checkbox"/> Expenditure - Restrictions apply on Tuition Remission <input type="checkbox"/> Expenditure - Tuition unallowable <input type="checkbox"/> Export Controlled Project, Technology Control Plan required on this project <input type="checkbox"/> FCOI Management Plan in place <input type="checkbox"/> Hiring Restrictions - Federal Employees <input type="checkbox"/> Hiring Restrictions - Sponsor Employees <input type="checkbox"/> Intellectual Property - Party who creates IP owns the IP <input type="checkbox"/> Intellectual Property - Review agreement for details <input type="checkbox"/> Interest must be tracked, reported and included in the budget as earned <input type="checkbox"/> Materials - Must be returned at end of award <input type="checkbox"/> No Cost Extension - First time extension may be approved by UF <input type="checkbox"/> No Cost Extension - Requires Sponsor Prior Approval <input type="checkbox"/> Pre-award costs - Requires Sponsor Prior Approval <input type="checkbox"/> Pre-award costs allowed in the amount of: <input type="checkbox"/> Pre-award costs up to 90 days may be approved by UF <input type="checkbox"/> Pre-awards costs allowed effective specific date <input type="checkbox"/> Program Income - Additive Method <input type="checkbox"/> Program Income - Deductive Method <input type="checkbox"/> Publication - Restricted or delayed. Review agreement for details. <input type="checkbox"/> Publication - Sponsor Prior Approval Required <input type="checkbox"/> Publication - Sponsor Review and Comment Period XXXXXXXX days <input type="checkbox"/> Publicity Use of Sponsor Name - Requires Sponsor Prior Approval <input type="checkbox"/> Rebudgeting - allowed up to 25% of total costs <input type="checkbox"/> Rebudgeting - allowed up to specific percentage; <input type="checkbox"/> Rebudgeting - Requires Sponsor Prior Approval <input type="checkbox"/> Records Retention Requirements - over 3 years <input type="checkbox"/> Research Results - Restricted Use <input type="checkbox"/> Small Business Subcontracting Plan in place <input type="checkbox"/> Subaward - Requires Sponsor Prior Approval - Even if budgeted and awarded

2.0	Special Terms and Conditions: <div data-bbox="305 352 1357 390" style="background-color: #e6f2ff; padding: 2px;">ADD</div> <p>There are no items to display</p>
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Special Term and Conditions	
1.0	* Special Terms and Conditions: <div data-bbox="347 625 1230 747" style="border: 1px solid #ccc; height: 58px;"></div>

3.0 Completion Instructions

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	Completion Instructions: <ol style="list-style-type: none"> 1. Select "Finish", to access the workspace. 2. Execute the "Submit for Review" to initiate the approval process.