## **Material Transfer Agreement (MTA) Questionnaire (Incoming Material- UNM to Receive Material)**

|  |  |
| --- | --- |
| Date Received: |  |
| Cayuse #: |  |
| UNM Faculty Name: |  |
| Phone: |  | Department: |  |
| Name and Quantity of Material:  |  | Brief description of material: |  |
| List type of funding: |  | Index # or Sponsor # |  |
|  | YES | NO |
| 1. Is this material to be used on another research project?
 |  |  |
| 1. Is material of human origin?
 |  |  |
| * 1. Has project been submitted to IRB?
 |  |  |
| 1. Does the research collaborate with others?
 |  |  |
| 1. Will material be modified or a new substance created?
 |  |  |
| 1. Is the material to be used strictly for testing purposes?
 |  |  |
| 1. Is the material a known biohazard?
 |  |  |
| 1. Is any new IP anticipated from the research?
 |  |  |
| 1. Is the material a select agent? ([Select Agent List](http://www.selectagents.gov/)) If yes, fill out an ECES form.\*
 |  |  |
| 1. Is the material available from another source?
 |  |  |
| 1. Is the material being purchased from a repository?
 |  |  |
| 1. Have you received the material already?
 |  |  |
| 1. Will research involve in vitro experiments? (outside a living organism)
 |  |  |
| 1. Will research involve in vivo experiments? (within a living organism)
 |  |  |
| 1. Is the material supplier located outside the US? If yes, fill out an ECES Form.\*
 |  |  |
| 1. Are there any publication restrictions? ([Fundamental Research Exclusion](http://researchcompliance.unm.edu/exportcontrol/definitions)) If yes, fill out the ECES form.\*
 |  |  |
| 1. Will foreign nationals work on the projects? ([Foreign Nationals](http://researchcompliance.unm.edu/exportcontrol/overview)) If yes, fill out an ECES form.\*
 |  |  |
| 1. Is foreign travel planned? If yes, fill out an ECES form.\*
 |  |  |
| 1. If foreign supplier, is only a proposed manuscript and/or presentation to be sent?
 |  |  |
| Please provide any additional information, which may assist in expediting the MTA (ie. Costs > $5,000, unique circumstances, collaborators’ names, alternate suppliers).  |
| \*An [Export Control Exclusion Screening (ECES) Form](http://researchcompliance.unm.edu/exportcontrol/ecforms) is required if any of the questions with an asterisk contain a “YES” response. |

**MTAs will not be accepted without this form.**

Please submit to osp@unm.edu or interoffice to the Office of Sponsored Projects, MSC01 1247.