

BIOLOGICAL SAFETY OFFICERS' UPDATE 2018

Material Transfer Agreements (MTAs) for sharing of
research materials

What is an MTA?

- A **Material transfer agreement** (MTA) is a contract that governs the transfer of tangible research materials between two organizations, when the recipient intends to use it for his or her own research purposes. The MTA defines the rights of the provider and the recipient with respect to the materials and any derivatives. Biological materials, such as reagents, cell lines, plasmids, and vectors, are the most frequently transferred materials, but MTAs may also be used for other types of materials, such as chemical compounds and even some types of software.

Wikipedia

When is an MTA required?

- Most organisations (including academic institutions) will only release materials if there is a Material Transfer Agreement (MTA) in place between the provider and the recipient

What does an MTA cover?

- An MTA is intended to define the rights of the parties primarily in respect to the extent of use of material, confidentiality, publication, ownership of intellectual property (IP)
- In general these agreements do not include payment for the material, although transport costs may be required

Types of MTA

- There are two types of MTA:
 - **An outgoing MTA** covers the transfer of materials owned or controlled by the University of Cambridge to another university, research institution, company or other external body, generally for research purposes (the Research Operations Office will supply an appropriate MTA)
 - **An incoming MTA** covers the transfer of materials to the University from another university, research institution, company or other external body (the MTA is usually provided by the material provider)

Risk Assessment

- ROO has prepared checklists to divide MTA agreements into “low risk” and “higher risk” categories
- Low risk MTAs can use an expedited process- either in the Department, after training, or through ROO
- Higher risk MTAs handled through ROO
- **One of the most important predictors of risk:** Is the provider/recipient a:
 - **Commercial entity?**
 - **Academic/research institution?**

Incoming MTAs

- **Risk assessment**, complete checklist including:
 - summary of research, non-commercial use of material, industrial/commercial funding, modification of materials, use by other parties, commercial potential of results, is material hazardous, human tissue, use in clinical studies, use by students, Is the material commercially available?
- **For low risk incoming MTAs from academic or research institutions**, the provider template is probably acceptable
- PI/Department must check agreement terms do not conflict with funder/grant conditions
- PI/Department can review/ sign off on terms

Incoming MTAs

- Research Office would still handle agreements involving:
 - Commercial providers or collaborators
 - Hazardous materials and human tissue
 - Certain charitable funders with complicated terms
 - Materials that are likely to be modified into valuable arising IP

Outgoing MTAs

- Risk assessment, complete checklist including:
 - summary of recipient research, does Cambridge own the material? does the funder impose restrictions on use? is material hazardous, human tissue, dual weapons use, is the recipient in China, Russia or Iran? did the source of the material impose restrictions on transfer? Is the recipient academic or non-profit?
 - Include any restrictions on use, if required
 - Use Brunswick template for academic partners and standard materials
 - Use University template for commercial partners or especially high value or sensitive materials

Research Operations Office

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Research Dashboard - view your application deadlines, grant finances and contracts status

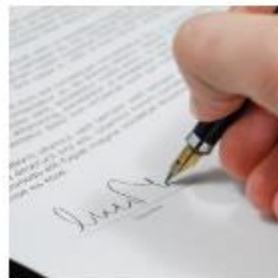
Welcome to the Research Operations Office

This website will help departmental administrative and academic staff to understand the processes and requirements associated with research grants and contracts. We work with departments to negotiate research contracts, check applications for research funding and provide guidance on the management of research projects. The Research Operations Office is organised into School teams, with each department having a named research grants advisor and contracts manager.



University Policies and Research Projects

Donations, financial procedures and ethics are all areas which can affect your research project. Find out more in Policies A-Z.

[Read more >](#)

Research Contracts - MTAs & CDAs

Go to the contracts portal where you can submit Material Transfer Agreements and Confidentiality Disclosure Agreements to the Research Operations Office.

[Read more >](#)

ROO Bulletins

Research Operations Office Bulletin - Issue 205

4 May 2018

- Grant Applications - New Deadlines from 1st October 2018
- XS - New Training and Surgery Sessions
- RGUG Meetings

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EU FAQs



EU FAQs support site for staff and students.

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Research Strategy Office



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Events

14
MAY

XS Training - 17 Mill Lane

04
JUN

XS Training - Expanding Skills

11
JUN

XS Training - 17 Mill Lane

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Research Grants User Group

28
JUN

RGUG meeting on 28 Jun 2018
Norwich Auditorium, Roger Needham Building, 7 JJ
Thompson Avenue, West
Cambridge Site

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Over to you

