

International Agreement Matrix

TYPE OF INTERNATIONAL AGREEMENT	DESCRIPTION	DELEGATED AUTHORITY & POINT OF CONTACT	AUTHORIZED SIGNATORY	EARLY PROGRAM DEVELOPMENT OR CONSULTS RECOMMENDED
<p>Non-binding International Memorandum of Understanding (MOU)</p> <p>- For international research or academic collaboration. - May also be referred to as Letter of Intent, Memorandum of Agreement, Collaboration Agreement, etc.</p>	<ul style="list-style-type: none"> • Non-binding document. • Does not include specific deliverables or legal obligations. • Not required by UC Berkeley but often requested by the foreign collaborator. • Not intended for use with corporate or for-profit partners (unless used as a term sheet for later, formal agreements). 	<p>Global Engagement Office (GEO)</p> <ul style="list-style-type: none"> • More information: https://globalengagement.berkeley.edu/ • Contact: geo@berkeley.edu 	<p>Chancellor or Senior International Officer</p>	<ul style="list-style-type: none"> • Consult the Global Engagement Office to determine whether a non-binding MOU is the appropriate type of document for the program or relationship. Note that often international partners will try to use a "nonbinding" agreement for something that contains deliverables or should be binding. • Determine whether a binding agreement would be more appropriate (would require working with a contracting office - SPO, UDAR, BCBP, IAO). • Contact GEO early for consultation. Agreements often require review from legal counsel.
<p>Contracts and grant agreements</p> <p>- For sponsored projects funded by government agencies, foundations, and other public and private sources. - May also include unfunded collaboration agreements that include deliverables or other university obligations.</p>	<ul style="list-style-type: none"> • Establishes terms and conditions for UC Berkeley's performance of sponsored projects (includes research, instructions, service, and other activities). • Sets forth requirements for accepting funds in support of a specific project or program. • Describes the specific deliverables and milestones associated with the project or program. • Typically contains requirements (terms and conditions) for financial and technical reporting and intellectual property assignments, including patents and copyrights. 	<p>Sponsored Projects Office (SPO)</p> <ul style="list-style-type: none"> • More information: https://spo.berkeley.edu/ • Contact: Berkeley Regional Research Administrator: https://regionalservices.berkeley.edu/home 	<p>Executive Director or Associate Director of the Sponsored Projects Office</p>	<ul style="list-style-type: none"> • Consult with SPO to determine whether agreement is required. • Review any program solicitation or sponsor guidelines thoroughly. • Start working with your Berkeley Regional Services (BRS) Research Administrator (RA) in early in the process. • New to Grants and Contracts? Visit: https://spo.berkeley.edu/guide/new2grantsontracts.html • For proposal development assistance consider contacting the Berkeley Research Development Office: https://vcresearch.berkeley.edu/brdo/welcome

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Industry Sponsored Research Agreement, and Industry Affiliate Agreements	<ul style="list-style-type: none"> • Contracts and grants for sponsored research funded by companies. • Used to establish, develop, and formalizerelationships with companies interested in promoting and sponsoring research. 	Industry Alliances Office (IAO) in Intellectual Property & Industry Research Alliances (IPIRA) <ul style="list-style-type: none"> • More information: https://ipira.berkeley.edu/about-us • Contact: iao@berkeley.edu 	IAO Director, Associate Director, Industry Relations Manager, Industry Liaison & Contracts Manager	
Material Transfer Agreements (MTAs), Data Use Agreements (DUAs), Non Disclosure Agreements (NDA) or Confidentiality Agreements (CDAs)	<ul style="list-style-type: none"> • Used to receive materials, data, software, or confidential information for research use. (IAO) • Used to send materials, data, software, or confidential information for research or commercial use. (OTL) 	<ul style="list-style-type: none"> • For receiving: Industry Alliances Office (IAO) in Intellectual Property & Industry Research Alliances (IPIRA) • For outgoing: The Office of Technology Licensing (OTL) of IPIRA. • More information: https://ipira.berkeley.edu/FAQs • Contact: ipira@berkeley.edu 	IAO Director, Associate Director, Industry Relations Manager, Industry Liaison & Contracts Manager	

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<p>International exchange or student mobility agreements (graduate, undergraduate), dual-degree programs, 3+1+1 programs, faculty exchange programs</p>	<ul style="list-style-type: none"> Used to establish terms and conditions for an undergraduate exchange, graduate exchange, or faculty exchange program. 	<p>Business Contracts & Brand Protection (BCBP)</p> <ul style="list-style-type: none"> More information: https://bcbp.berkeley.edu/ Contact: bcmshelp@berkeley.edu 	<p>BCBP Director or Business Contracts Officers</p>	<ul style="list-style-type: none"> Early in the development of a new exchange program, consult Graduate Affairs for graduate programs, Study Abroad for undergraduate exchange, VSPA for faculty exchange, UC Berkeley Extension for concurrent enrollment, or the Global Engagement Office if unsure. Formalized exchange agreements should be binding where possible in order to protect participants and the university. Consult BCBP Decision Tree: https://docs.google.com/forms/d/e/1FAIpQLScFEIIQOWmLwL65aWmZ8Jm4C3xkgI5RzaSOy4fAJqhmzOzE7g/viewform
<p>International donor or gift agreement</p>	<ul style="list-style-type: none"> Documentation used to receive a gift from an international donor organization. May be for any activity at the university or to support research. Does not include deliverables. 	<p>University Development & Alumni Relations (UDAR) Fund Management</p> <ul style="list-style-type: none"> More information: https://udar.berkeley.edu/content/donor-and-gift-services Contact: fundhelp@berkeley.edu 	<p>Executive Vice President, UC Berkeley Foundation</p>	<ul style="list-style-type: none"> Consult fundhelp@berkeley.edu if unclear whether it is a gift or a grant. Contact early for consultation.
<p>International sales and service agreements</p> <p>- Including executive education, MOOCs, facility use, training, representation, and business collaboration; student exchange, placement, and training.</p>	<ul style="list-style-type: none"> Establishes terms and conditions for a business contract with an international organization Includes fee for service agreements and most revenue-generating activities. 	<p>Business Contracts & Brand Protection (BCBP)</p> <ul style="list-style-type: none"> More information: https://bcbp.berkeley.edu/ Contact: bcmshelp@berkeley.edu 	<p>BCBP Director or Business Contracts Officers</p>	<ul style="list-style-type: none"> If revenue-generating, consider consulting new academic ventures (NAV-B) for program development support: Scott Shireman, Associate Dean and Chief Operating Officer at Berkeley Extension: scottshireman@berkeley.edu.

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<p>Use of university name and trademark</p> <p>- Specifically trademark and/or non-research copyright acquisition, protection, and licensing.</p>	<p>To establish terms and conditions to authorize use of the Berkeley brand and trademark with an international partner.</p>	<p>Business Contracts & Brand Protection (BCBP)</p> <ul style="list-style-type: none"> • More information: https://bcbp.berkeley.edu/ • Contact: bcbp@berkeley.edu 	<p>BCBP Director, Business Contracts Officers, or Brand Manager</p>	<ul style="list-style-type: none"> • Consult BCBP decision tree: https://docs.google.com/forms/d/e/1FAIpQLScFEllQOWmLwL65aWmZ8Jm4C3xkgI5RzaSOy4fAJqhmzOzE7g/viewform