The VA’s
MOU Template Tool

FDP Subawards Subcommittee
IACUC MOU Working Group Call
15 June 2020
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Office of the CVMO, Department of Veterans Affairs
<table>
<thead>
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<th>IIA</th>
<th>Subaward</th>
<th>MOU</th>
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An **MOU** for Collaborative Animal Research

- Why?
- What should be in it?
Cast of Characters

- Dr. Newby, asst prof at Great Big U
- Joe, GBU Animal Care Technician
- The Dean of Research at GBU

- Dr. Fresch, Hometown VA investigator
- Becky, Hometown VA VMU Technician
- The Hometown VA Director

- An eager young reporter
Everyone had the best of intentions...

So what went wrong?
Murphy’s Law at Work

- Incorrect Assumptions
- Inadequate Communication
- Confusion about Role(s)
How Can an MOU Help?

• Incorrect Assumptions – Define expectations
• Inadequate Communication – Identify points of contact, and matters to be communicated
• Confusion about Role(s) – Assign roles
The Result …

- Less Confusion
- More Efficiency and Cooperation
- Improved Regulatory Compliance
- Better for Everyone
Do You Have a Template/Sample?

- Focus: make the collaboration work
- Identify: areas of potential confusion & how to address them
- Allow: flexibility for local needs
VA’s MOU Template Tool

AR2015-005 on
https://www.research.va.gov/programs/animal_research/guidance.cfm

A few VA-specific elements
– pick and choose what’s useful to you

• A. Who are the parties involved in the collaboration?

• B. What’s the point of the MOU?
C. What rules do the parties agree to comply with?

- USDA AWAR
- PHS Policy
- AAALAC Rules
- The Guide
- Institutional Policies
D. What general principles do the parties agree to?

- What is covered by the MOU?
- Who interprets the regulatory requirements?
- Ownership of the animals
- Access to facilities and information
- Importance of communication
E. When facilities are shared, who will take care of …

- USDA Registration and Reporting
- PHS Assurance
- AAALAC Accreditation
- Veterinary care and routine husbandry
- Occ Health coverage
F. How will oversight be shared?

Both sides bear responsibility for protocol review and approval, semiannual evaluations, addressing non-compliance. How will the parties make sure that …

- Both stay fully informed
- Both have the authority to act
- Actions are coordinated and cooperative
- Duplication of efforts is minimized
G. What information will be shared, and how?

- Agreement to share
- Conditions for redaction
- Specific documents of interest
- Other information of interest
- Identify Points of Contact
H. How will the MOU itself be managed?

- Renewal
- Termination
- Disputes
- Signatures
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That’s All!


06/15/2020 IACUC MOU Working Group