



Service Contracts and Agreements Project Summary Questionnaire

This questionnaire is used to obtain preliminary information about your project and will help accelerate the review/negotiation/approval timeline. Please provide answers to the questions outlined and include this form, along with any draft contracts, in an email to the Innovations and Partnerships Office.

Please return the completed questionnaire to innovations.partnerships@utoronto.ca.

1. Principal Investigator: _____

Administering Department/Division: _____

2. Name of Sponsor _____

3. Proposed Budget: _____

Is 40% overhead included in the budget? Yes No

If not, please indicate why (i.e., max allowable by Sponsor).

4. Have you discussed the proposed project with your Chair/Dean/CAO? Yes No

If yes, please indicate the individual(s) consulted with.

5. Will students be involved in the proposed project? Yes No

If yes, please describe their role.



6. Are any research protocols/permits required for performance of the project?

7. Do you anticipate any new knowledge or intellectual property being developed in the course of the project?

8. Do you anticipate publishing the research results?

9. Please briefly describe the project or attach a *Scope of Work*.

Version updated February 20, 2020