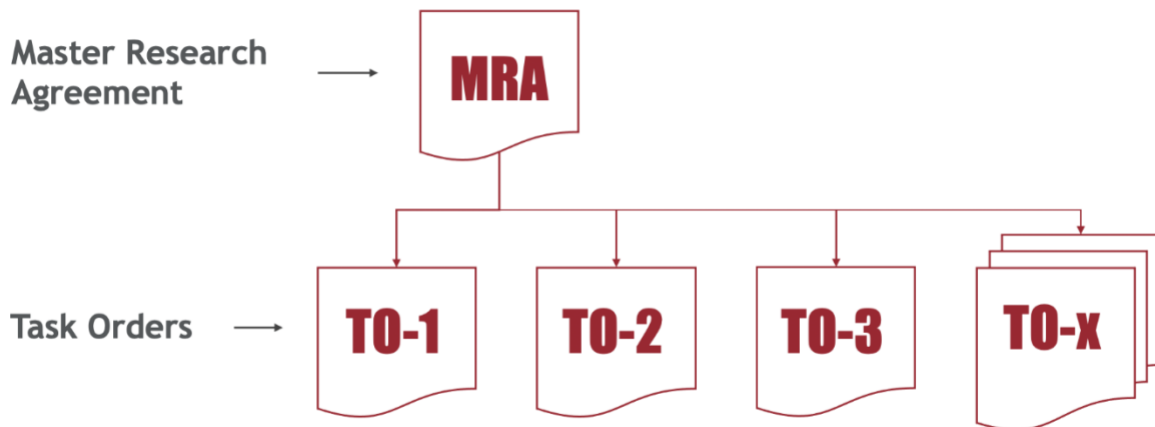


Partnership Tool: Master Research Agreement (MRA)

A Master Research Agreement (MRA) is a formal agreement between a partner from industry, government, or a non-government organization, and the university to support and fund multiple research projects under detailed terms. MRAs are best used when a partner (also known as the sponsored research organization, or sponsor) is interested in funding multiple research projects at SFU over a longer period. The MRA provides overarching terms that will apply to all upcoming research projects within a specified timeframe. Task orders (TOs) are created to document the scope, timeline and terms of any subsequent project proposed under an MRA.



PARAMETERS & CONSIDERATIONS

- Structure and nature of relationship defined for parties providing shared understanding
- The time and effort to initiate successive research projects with the same partner are reduced
- The partner and SFU can still sign other types of agreements
- MRA is a legally binding agreement
- It can take time to negotiate all the terms governing this longer-term agreement between all parties. Sufficient time should be allowed for this work

PROCESS

Research Services provides guidance and support for the development of the MRA. TOs are added once the MRA terms are finalized. Reach out to research_contract@sfu.ca to initiate the MRA process and/or a new TO. Important to note that for each MRA, as well as TO, request, a signature sheet is required to indicate that the proposed activities are approved by your Chair and Dean. Once the MRA or TO terms are finalized, a Contract Approval Memo (CAM) is circulated to PI, Chair and Dean for approval of final terms and acknowledgement of special considerations if applicable.

Developing an MRA

A Research Contracts Officer assigned to your agreement will guide you through the process and help develop / negotiate the MRA based on input from you and the partner organization.

The timelines to develop an MRA can vary depending on how complex the terms are and how quickly each party can respond to shared drafts. The scope of the partnership, purpose, timelines, departments involved and funding available are discussed at this stage. At SFU the discussions usually involve a small team, which could include a Primary Investigator (PI), Dean, department or Faculty staff members, and your assigned Research Contracts Officer. Once the MRA terms are mutually agreed upon, the MRA is signed by SFU's Director, Research Services.

Creating a Task Order

For upcoming projects, the PI will work with the Research Contracts Officer to complete a task order. A task order is treated as a standalone research funding agreement. Therefore, a signature sheet and contract approval memo will be required as described under Process.

HELPFUL RESOURCES

- Enquiries: research_contract@sfu.ca
- Read SFU's [External Research Funding Agreements \(R10.01\) policy](#), [procedure for approval](#), and [Research Agreement Guideline \(flowchart\)](#).
- Read about [Indirect Costs Recovery](#) for External Research Funding Agreements

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