The University of Pittsburgh has signed a Master Reception Agreement with ADDGENE, INC!

- **What is the change?** Most orders of materials from Addgene will eliminate the submission of MTA paperwork to the Office of Research (OR).

Most items obtained from Addgene are covered by the new master reception agreement. They are governed largely by the UBMTA\(^1\) terms and a subset of pre-approved additional terms. The new Master agreement eliminates the need for OR to “click on” to approve most orders via the Addgene website. This means OR can eliminate the requirement for MTA submission paperwork for those orders.

The Addgene system will make this determination at the time an individual places an order on the web via Addgene’s site. OR receives an email when an order is placed for a University requestor. If pre-approved, the message states: “This request falls within this category and has been pre-approved.” No MTA submission paperwork for those orders is required.

If, however, OR receives an email from Addgene noting that the order is not pre-approved, then OR does need to “click on” to approve the request. In those rare cases, OR will contact the faculty member/department to request a submission in MyRA.

Please note that Addgene is a repository of third party materials, so it is possible that a third party provider may require additional terms that are beyond the scope of the master agreement. If the provider requires additional terms beyond the scope of the master agreement and an institutional endorsement is needed to accept those terms, then the order is still required to be submitted to OR as an incoming material request in MyRA. If the item does NOT include ancillary terms that are outside the scope of the master agreement, then the order will no longer require submission to OR!

- **No additional terms requiring Institutional acceptance = no submission to OR**

It is anticipated that this change will mean about 100 fewer incoming MTA submissions to OR annually.

**PROCESS:**

MATERIAL ORDERS: If specific orders for materials carry additional terms that require institutional approval as determined by the Addgene system, the PI/Department will need to submit to OR as an incoming material request in MyRA. **It is anticipated that this will be a rare occurrence.**

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\(^1\) Our University is a signatory to the Uniform Biological Material Transfer Agreement (UBMTA) Master Agreement, a contracting mechanism published by NIH on behalf of PHS to facilitate the transfer of biological materials between academic institutions. For institutions who have agreed to the terms of the UBMTA Master Agreement, it is not necessary to negotiate individualized terms for each transfer of a biological material. Instead, an Implementing Letter is executed, which denotes the biological material as well as the providing institution and receiving institution.