

MEMORANDUM OF UNDERSTANDING (MOU)

Between The Duke University Broader Impacts Resource Center and Duke University Researcher

This is an agreement between “The Duke University Broader Impacts Resource Center”, hereinafter called BIRC and a “Duke University researcher”, hereinafter called _____.

I. PURPOSE & SCOPE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to the designing, implementing, and evaluating of a broader impacts plan.” In particular, this MOU is intended to: Clarify expectations for research consultation partnerships between BIRC and Duke University researchers.

II. RESPONSIBILITIES OF BIRC UNDER THIS MOU

BIRC shall undertake the following activities:

2+ months before submission:

- Assist with development of BI plan
- Assist with writing, editing, and formatting BI plan
- Identify Implementation Partners
- Provide an Evaluation Plan and Evaluator
- Provide a Letter of Support

1 month before submission:

- Edit researcher ideas
- Identify Implementation Partners
- Provide an Evaluation Plan and Evaluator (if available)
- Provide a Letter of Support (if available)

1-3 weeks before submission:

- Edit researcher plan (if available)
- Make suggestions (if available)

III. Duke University Researcher’s RESPONSIBILITIES UNDER THIS MOU

Duke University Researcher shall undertake the following activities:

- Actively assist in the creation and writing of the broader impacts plan
- Provide information needed for the proposal in a timely fashion
- Provide feedback by participating in evaluation of BIRC and its services
- Provide ALL NSF panel reviews pertaining to this proposal to BIRC to use for assessment purposes with the understanding that all information will remain anonymous and often used in aggregate with other information

IV. EFFECTIVE DATE AND SIGNATURE

This MOU shall be in effect upon the signature of BIRC’s representative and the Duke University Researcher. It shall be in force from the signing date to notification of award/non award and receipt of panel reviews.

Parties A and B indicate agreement with this MOU by their signatures.

Signatures and dates

Jory P. Weintraub, BIRC Director

Date

Duke University Researcher

Date