Does the agreement relate to research?*  

Yes  

Is funding federal or federal flow-through?**  

No  

Yes  

Are there issues of intellectual property ownership or use?  

No  

Yes  

Do project outcomes include a journal publication or the training of graduate research assistants?  

No  

Yes  

Are there any research compliance issues?  

No  

Yes  

Will there be any assignment or loaning of WSU employees?  

No  

Yes  

Is this a clinical trial or testing agreement?  

No  

Yes  

Will material be transferred to WSU?  

No  

Yes  

Will WSU be loaned equipment?  

No  

Yes  

Does the agreement involve equipment purchased through a sponsored project?  

No  

Yes  

Is the agreement associated with the granting of a license to WSU?  

No  

Yes  

Is this a beta test agreement?  

No  

Yes  

Is this a master agreement?  

No  

Yes  

Is the agreement for confidentiality in research, teaching, or scholarly service?  

No  

Process through Finance Administration

* This Decision Tree does not apply to Service Center or Gift funding as defined within the BPPM.  
** If funding, regardless of source, will be contracted out of WSU, follow the guidelines on the OGRD website for determining the appropriate contractual mechanism: i.e. Subcontract, Purchased Services, or Personal Services Contract (OGRD Memorandum 22).