



**UCSB Procurement Services**  
**RESEARCH vs. SERVICES DETERMINATION SHEET**

Form B

This document is to be completed by the requesting Department wishing to provide services to outside entities. The policies governing UC-provided services are Academic Personnel Manual **APM-020** (<http://www.ucop.edu/academic-personnel-programs/files/apm/apm-020.pdf>) and **BFB Policy A-56** (<http://policy.ucop.edu/doc/3420329>).

Campus Department		Income \$ Amount	
Justification Prepared By		Date	

Check all that apply

**RESEARCH**

<input type="checkbox"/>	Potential for patentable, publishable, or copyrightable technology to be developed/created through the project
<input type="checkbox"/>	The UC's involvement represents an intellectually significant portion of the overall programmatic effort
<input type="checkbox"/>	The UC has responsibility for programmatic decision making
<input type="checkbox"/>	Need for animal and/or human subjects
<input type="checkbox"/>	Collaboration exists with the possibility of the UC creating/developing IP
<input type="checkbox"/>	The UC has responsibility for adherence to applicable Federal program compliance requirements
<input type="checkbox"/>	The UC completes work promised and analyzes results found (Services Agreement is no analysis or discretionary judgment)
<input type="checkbox"/>	Publication of results expected, as author or co-author
<input type="checkbox"/>	Provides any cost sharing or matching funds

**SERVICES\***

<input type="checkbox"/>	No potential for patentable or copyrightable technology to be created through project
<input type="checkbox"/>	The UC's SOW does not reflect a specific, clearly defined, intellectually significant part of the research and SOW of the client's work or award.
<input type="checkbox"/>	The UC does not have "programmatic decision-making" responsibilities
<input type="checkbox"/>	No animal and/or human subjects
<input type="checkbox"/>	No collaboration
<input type="checkbox"/>	The UC will not be an "inventor" because we are working at the direction of the client
<input type="checkbox"/>	The UC provides similar goods or services to many purchasers/clients (i.e. performing tests and providing results for client to analyze)
<input type="checkbox"/>	The contract is with an Individual or sole proprietor
<input type="checkbox"/>	The goods/services are routine and/or "off-the-shelf"

\*In determining whether the Agreement is Research (send to Office of Research) or Services (submit through Gateway using the Contract Request Form), each factor is examined and analyzed in relation to one another, and no single factor is determinative.

Based on your analysis of the above checked items, this Agreement is determined to be:

RESEARCH

SERVICES

Provide any additional comments: