

University of Texas at Austin
Institutional Animal Care and Use Committee

IACUC Procedure # 4.9

Title	Inter-Institutional Collaborations		
Date of Approval	11-04-19		
Date of Last Revision	N/A	Version	1.0

If work with live vertebrate animals is being done at an outside organization (Collaborating Organization) through an award, sub-award, contract, sub-contract, or other sponsorship from the University of Texas at Austin (UT Austin), UT Austin is accountable for ensuring that work conducted meets all applicable regulations. These procedures are intended to support University of Texas at Austin researchers in collaborative or contracted projects.

4.9.1 Animal Use Registration Form (AURF): AURF's are to be used to register collaborative projects and contracted studies with the UT Austin IACUC where no housing of live animals or activities with live animals take place at the University of Texas at Austin. AURF's are needed when the research project funding is sponsored by the University of Texas or UT Austin affiliated personnel will be working with animals at another institution. Researchers wishing to engage in animal use projects meeting these criteria where no activities with live animals will be performed at the University of Texas at Austin should identify appropriate performance sites that are qualified as to the following standards*:

- The performance site must provide facilities that are appropriate to the selected species. The performance site must meet specifications outlined in the Guide for Care and Use of Laboratory Animals ("the Guide").
- The collaborating institution must maintain or be willing to file an animal welfare assurance statement with the Office of Laboratory Animal Welfare (OLAW) of the National Institutes of Health (NIH).
- For USDA covered species: The collaborating institution must maintain an active registration with the United States Department of Agriculture (USDA).

*Some standard requirements may be waived only in unique situations with prior approval from the IACUC.

You **DO NOT** need to register with the IACUC via AURF if the research activities fall under the following categories:

- Researcher receiving residual tissue samples that are an excess product of a live animal activity.
- Researcher receiving deceased animals or animal products that are generated regularly at an animal production facility and not specifically designed or tailored to the researcher's need. Additionally, the researcher must have no ownership of the animals (e.g. antibodies ordered from a catalog, in stock animal research models not specifically bred for PI's research).

If you have questions about if your work needs to be registered, please contact ORSC.

Submitting a New AURF: When submitting a new AURF in eProtocol, you must attach copies of the host institution's IACUC approval letter and approved protocol, as well as any grant application information for federally funded projects. The IACUC may exempt or modify this requirement under unique situations.

Submitting Continuing Reviews for AURFs: Prior to submission of an annual review for an AURF, the PI should attach the latest approved copy of the host institution's IACUC protocol along with the most recent approval letter from the collaborating performance site.

The IACUC has designated UT Austin Veterinarians to evaluate and process AURF submissions. The IACUC is provided with periodic updates regarding new collaborations.

4.9.2 Memorandum of Understanding (MOU): Interinstitutional collaborations have the potential to create ambiguities about responsibility for animal care and use. If activities involving animals are to be conducted wholly or in part at another institution, the participating institutions should have a formal written understanding (e.g., memorandum of understanding) that addresses the responsibility for offsite animal care and use, animal ownership, and IACUC review and oversight.

UT Austin may initiate an MOU for any collaboration (regardless of funding) where animal work is conducted at the collaborating institution and/or research project funding is sponsored by the University of Texas or UT Austin affiliated personnel. Both institutions must have a current and active PHS Assurance and may or may not have a USDA registration and/or AAALAC accreditation. The MOU shall remain in effect for as long as the collaboration is ongoing, and includes all third year resubmissions including those involving change in protocol number.

4.9.3 Inter-Institutional Agreements (IIA): Federal regulations require that all research funded by the Department of Health and Human Services (DHHS) be conducted only at PHS Assured institutions. Therefore, if a UT Austin project funded by federal money involves a subcontract to another institution for live-animal research, that institution must provide evidence of an Animal Welfare Assurance (domestic institutions) with the Office of Laboratory Animal Welfare (OLAW).

In some cases, the prime grantee is a business that does not have its own PHS Assurance. As part of the terms and conditions of the grant, the prime grantee must subcontract all live-animal research to an assured institution. A special form known as an Inter-institutional Agreement is required to be completed by the grantee organization and UT Austin with signatures from UT Austin's Institutional Official and IACUC Chairman and then sent to the Office of Laboratory Animal Welfare at NIH, so that the award can be made under the umbrella of UT Austin's PHS Assurance.

UT Austin ORSC will conduct a congruence review and may require amendments to the animal use protocol in order to make the protocol and grant congruent prior to signing the IIA. See IACUC Policy: [Grant Congruence Procedures and Confirmation of Congruence](#) for more information.

Visit OLAW's website for more information:

<https://olaw.nih.gov/resources/documents/interinstitutional-assurance.htm>