

USER GUIDE FOR THE

Standard Collaborative Agreement for Research Projects undertaken with the at Department of Geoscience, Aarhus University

PLEASE NOTE:

- This draft **ONLY** for MINOR PROJECTS WITH A TOTAL BUDGET NOT EXCEEDING 250.000 DKK WITH FEW TASKS AND/OR ANALYSIS BETWEEN AU-GEOSCIENCE AND AN EXTERNAL PARTNER.
- It may **ONLY** be applied if no invention(s) or software is likely or expected to be developed.
- It may only be used when no confidential information is exchanged between the parties.
- **It may NOT be used for Ph.D. AGREEMENTS**
- **It may ONLY be used for COLLABORATIVE AGREEMENTS.**
- **It may NOT be used for COMMISSIONED RESEARCH.** In such event please use AU's Fast Track "Commissioned Research Agreement" instead. YOU FIND IT [HERE](#)
- **THE DRAFT MUST BE APPROVED BY AU TTO BEFORE SIGNATURE FROM HEAD OF DEPARTMENT AND THE PARTY.**

How to use it – step by step:

1. **Ensure** that the following is approved of by the Head of Department in advance:
 - a. Budget: Any amount(s) and overhead. AU must be able to track the calculation of costs, which must be appropriate in view of the department's contribution to the project. Remember to address any expenses in the budget if relevant.
 - b. Research interest in the project: That the department has an interest in achieving and disseminating the new knowledge made in the project.
2. **Fill out** the brackets, including
 - a. A descriptive title for the collaborative agreements purpose
 - b. Name, address and VAT no. of the legal entity of the Partner
 - c. Possible contact persons
 - d. A description of the activity to be performed by the AU department – NB! 2 brackets
 - e. Amount(s)
3. **Delete** all instructive comments.
4. Send the filled out draft to AU TTO at tto@au.dk for approval before sending the draft for signatures at the partner and Head of Department.

Fill out the table below with the required information – TTO need this to process the approval:

Topic <div style="border: 1px solid black; height: 20px; width: 250px;"></div>	Approved by (name) <div style="border: 1px solid black; height: 20px; width: 250px;"></div>	On (date and year) <div style="border: 1px solid black; height: 20px; width: 250px;"></div>
AU Research Interest <div style="border: 1px solid black; height: 20px; width: 250px;"></div>	Insert head of Department <div style="border: 1px solid black; height: 20px; width: 250px;"></div>	
Budget <div style="border: 1px solid black; height: 20px; width: 250px;"></div>	Finance officer <div style="border: 1px solid black; height: 20px; width: 250px;"></div>	

Standard Collaborative Agreement for Research Projects undertaken with the
[] at Department of Geoscience, Aarhus
University

Standard agreement for geochemical investigations to external projects between

Aarhus University
Nordre Ringgade 1
DK-8000 Aarhus C
VAT-no. 31119103

and

[]

Contact:
(AU)

[]

Contact:
(Partner)

[]

Under this agreement, AU provides

[]

Which includes

[]

All research activities under this contract shall be in compliance with all the applicable laws, regulations, and guidelines of AU, including the Danish Code of Conduct of Research Integrity and AU internal policies, herunder “Policy for research integrity, freedom of research and responsible conduct of research at Aarhus University”. AU is solely responsible for the planning and conduction of the research work allocated to AU in the Project in accordance with AU’s internal rules. The Parties will not exchange any confidential information during the Project. Under this contract AU undertakes to process [] no. of samples of [] .

Financial provisions

The Partners financial contribution consist of an amount totaling DKK [] excl. applicable VAT. Payment term is 30 days after receipt of AU invoice. The Partner may be required to cover any travel costs and expenses in addition to the financial contribution at AU’s discretion.

Project Report:

Under normal circumstances AU will complete a written report (“Project Report”) within 12 months of receipt of the samples. The Project Report will be solely developed by AU and the Partner agrees to supply all necessary and complete information to AU in order for AU to finalise the Project Report. The Project Report only covers the results of the [] of the samples as described above. A separate agreement is required for completion of a detailed report on []

Intellectual property and publication:

Each party shall own the results created by that party in course of the Project. Results created jointly by the parties shall be jointly owned by those Parties according to their intellectual contribution. Both parties shall have a non-exclusive right to utilise, free of charge, any results not constituting a patentable invention or software generated and exchanged under the Project. There will not be developed patentable inventions or software during the Project. The parties shall be entitled to publish their own results including the Project Report. Jointly owned results can be published jointly by the Parties, or, solely by one Party if the other Party does not wish to participate in the publication. Publication and authorship shall follow the rules laid down in the Danish Code of Conduct for Research Integrity. Substantial contributions to the work shall always be disclosed accordingly. AU reserves the right to use any samples received by us in other technical investigations not directly connected to the Project.

Choice of law and venue:

All disputes between the parties about the interpretation and implementation of this agreement shall be settled in accordance with Danish law, excluding its conflict of law provisions. Disputes shall be decided by the ordinary courts of Denmark.

For AU

Date:

For the Partner

Date:

Jan Piotrowski

Head of Department