



WMCC Subawardee Data Agreement

The purpose of this document is to ensure WMCC’s grant subawardees understand and adhere to the guidance provided by WMCC for grant-funded supplemental data collection activities. The subawardee must sign and return this agreement to WMCC before data collection activities begin.

By signing this document, I, _____, representing _____, agree to the following conditions:

- I have spoken with a WMCC staff member about all supplemental data my organization plans to collect as part of our grant work.
- A determination has been made whether my data collection requires additional permissions or documentation. I will work with WMCC to ensure these permissions and documents are in place before my organization begins data collection activities.
- I have read, understood, and agree to abide by the guidance provided in the Subawardee Data Collection, Storage, and Sharing Best Practices document.
- I will include updates about data collection, storage, and sharing activities in my grant report to WMCC.
- If my organization’s data collection, storage, or sharing purposes and/or activities change at any time during the grant period, I agree to inform WMCC staff immediately before data collection activities begin.

At the time of signing this document, my data collection activities meet the following:

- The purpose of my organization’s data collection is:
 - To evaluate program/project effectiveness
 - To conduct research
 - Other: _____
- My organization’s data collection will involve interaction with people.
 - Yes
 - No
- My organization will collect and store personally identifiable information about participants.
 - Yes
 - No
- My organization will share our findings outside of our organization and WMCC.
 - Yes
 - No





- My data collection activities require the following special documentation and permissions:
 - Additional Quality Assurance Project Plan coverage
 - Approval by an Institutional Review Board
 - Study personnel must complete the Human Subject Research training from the Collaborative Institutional Training Initiative
 - Other: _____
 - None of the above

Signature

Date