

Office of Sponsored Research
Project Specific Disclosure Form

Research Proposal Information

| | | |
|----------------|----------------------|-----------------------|
| PI: | Fellow: | Research Coordinator: |
| Project Title: | | |
| Agency: | Agency #: | |
| Award Type: | Budget Period From: | To: |
| Award Detail: | Project Period From: | To: |
| Project ID: | Proposal ID: | |

DISCLOSING INDIVIDUAL

Name (Print or Type): _____ **Division:** _____

In relation to the research proposal described above, you have been identified as an individual covered by the disclosure requirements of the [Fred Hutchinson Cancer Research Center's Conflict of Interest Policy](http://centernet.fhcr.org/CN/depts/general_counsel/policies/conflict_interest_20.pdf) (http://centernet.fhcr.org/CN/depts/general_counsel/policies/conflict_interest_20.pdf) and/or Federal law. Please follow the instructions on this form and submit the completed form to the program or study administrator for this proposal ("Research Coordinator") as soon as possible. These disclosures must be reviewed before the proposal is submitted to the sponsor agency and any conflicts resolved before any funds in support of the research proposal can be expended.

STEP ONE:

Read the three choices below and follow the instruction for whichever **ONE** is applicable:

- If you **have** completed the Center's Annual Summary of Outside Activities in the last twelve months **and there have been no changes** to the disclosures made at that time, proceed to STEPs TWO and THREE and submit this form to the Research Coordinator.
- If you **have not** completed the Center's [Annual Summary of Outside Activities](https://ofi-as.fhcr.org) in the last twelve months, please complete and file one on-line at <https://ofi-as.fhcr.org>. Please also remember to submit a [Request for Prior Approval of Outside Activities and Interests](http://centernet.fhcr.org/CN/depts/general_counsel/forms/prior_approval.pdf) (http://centernet.fhcr.org/CN/depts/general_counsel/forms/prior_approval.pdf) if needed. Then, proceed to STEPs TWO and THREE and submit this form to the Research Coordinator.
- If you **have** completed the Center's Annual Summary of Outside Activities in the last twelve months **but there have been changes**, please submit (if you haven't already done so) a [Request for Prior Approval of Outside Activities and Financial Interests](http://centernet.fhcr.org/CN/depts/general_counsel/forms/prior_approval.pdf) (http://centernet.fhcr.org/CN/depts/general_counsel/forms/prior_approval.pdf) for each new activity or interest and obtain Center approval. Then, proceed to STEPs TWO and THREE and submit this form to the Research Coordinator.

STEP TWO:

Could any of the interests or activities that you have disclosed reasonably affect or be affected by the research described above? (please check one)

If yes, please attach in a sealed envelope a detailed and specific description of these interests and activities.

| | |
|--------------------------|--------------------------|
| Yes | No |
| <input type="checkbox"/> | <input type="checkbox"/> |

Examples include financial interests (stock ownership) or consulting activities relating to for-profit entities whose products or services will be tested or income derived from intellectual property interests (patents) in technologies that could reasonably affect or be affected by research studies conducted as part of the proposal listed above.

Send this form and attached envelope, if any, to the Research Coordinator.

STEP THREE:

I certify that I have filed an Annual Summary of Outside Activities within the last twelve months and have obtained prior approval for any new activities that have commenced and that to the best of my knowledge the response provided above is true and accurate.

Signature of Disclosing Individual: _____ Date: _____

I have reviewed the disclosing individual's response and confirm its accuracy to the best of my knowledge

Signature of Division Director or designee: _____ Date _____

Submit completed form with Attachment A or directly to the OSR Specialist reviewing this Proposal