



## Cooperative Research and Development Agreement

### What is a CRADA?

A Cooperative Research and Development Agreement, or CRADA, is a contractual agreement between a federal laboratory and one or more industrial, university, or state partners who agree to collaborate, share costs, pool the results, and share the intellectual property (IP) of a particular research and development program.

The CRADA is an appropriate mechanism in situations where the federal laboratory and one or more parties will be contributing resources to the execution of a joint statement of work (SOW). The partner(s) provides research funds into the federal laboratory and/or in-kind contributions of their own, which may include personnel, services, facilities, equipment, IP, or other resources towards the successful execution of a collaborative SOW. Although a CRADA participant(s) can fund 100% of the federal laboratory effort, the typical scenario is that the federal laboratory has an existing U.S. Department of Energy (DOE) funding source that is available to fund the federal laboratory's portion of the effort. Regardless, whether PNNL is funded by the CRADA participant or DOE funds, there must be a DOE component to the work.

### LightMAT CRADAs

LightMAT projects involve partnership of industry with DOE national laboratory researchers and capabilities. These partnerships use a defined SOW, which can include one or more national laboratories and draw upon the most relevant capabilities and expertise from each organization. The contractual terms and conditions of how the partnership is managed are covered by a CRADA and a separate non-disclosure agreement (NDA). To streamline the contracting process, LightMAT uses a standard CRADA that is not negotiable. The terms of the CRADA have been established to promote IP transfer and advance the application of the subject technology, and therefore is intended to be favorable to industry as well as within the authority of the national laboratory, as permitted by DOE.

Draft copies of the LightMAT CRADA for review are available upon request to the LightMAT Director.

### CRADA Process

Once a project has been selected and authorized, the LightMAT consortium administrator (Pacific Northwest National Laboratory) will initiate the CRADA process and routing for signature. The steps and responsible parties for each are:

1. **LightMAT:** Distribute a draft of the CRADA terms and the NDA to the partner(s) point of contact.
2. **Partner:** Review the CRADA terms and the NDA, and prepare questions that need clarification.
3. **LightMAT** [participating national lab(s)]: Draft a SOW that is specific of the work to be performed at the national laboratory, using the LightMAT template.
4. **Partner:** Prepare input and return to LightMAT the CRADA Annexes, which include:
  - a. SOW (combined partner and national laboratory scope)
  - b. Option agreement
  - c. Background IP



- d. Description of expanded abstract of copyrighted computer software.
5. **LightMAT:** Hold a telecom with the partner(s) and participating national lab(s) to address questions and review draft CRADA and NDA documents.
6. **LightMAT:** Prepare supplementary DOE documentation for the CRADA package.
7. **LightMAT:** Route the completed NDA to the partner(s) for signature and execute.
8. **LightMAT:** Route the completed CRADA to the partner(s) for signature.
9. **LightMAT:** Submit the completed CRADA package to DOE and participating national lab(s) for review and signatures.

Once the signatures are received from all parties [partner(s), participating national lab(s), DOE program office, DOE site office], the CRADA is considered executed and work can begin.

### **In-kind Contributions**

In-kind contributions represent non-cash contributions provided by the partnering industry or a non-federal third party who is participating with DOE national laboratories in a co-sponsored project or contract. In-kind contributions may be in the form of personnel labor, personal property (equipment and supplies), real property (land and buildings), or travel expenses and services which are directly beneficial, specifically identifiable, and necessary to performance of the project or program.

DOE accepts in-kind contributions that are:

- Verifiable from the contractor's books and records.
- Necessary for the effective and efficient accomplishment of the project.
- Types of charges that would otherwise be allowable under applicable federal cost principles appropriate to the contractor's organization.
- Not charged to the federal government under any contract, agreement, or grant, unless specifically authorized by legislation.
- Not included as contributions for any other federal program.