

AMES NATIONAL LABORATORY CONTRIBUTOR STATUS REQUEST

Name Ames Lab ID Country of Citizenship

Request Type: ☐ Initial ☐ Renewal
If Renewal, is contributor current on training? ☐ Yes ☐ No

Director's Office Only:
473 Approved? ☐ Yes ☐ No

Current Affiliation
(title, organization, address)

Effective Period (one year or less)

From

To

Type of Contributor
(select one)

General Contributor (select one below)
ISU Non-ISU

Student (select one below)
ISU grad ISU undergrad Non-ISU grad Non-ISU undergrad

SIF Only User ISU Non-ISU

ISU PI Only- no training required (6 mo. Maximum)

SULI/VFP/CCI Participant

Yes ISU Non-ISU No

Ames Laboratory Location/Office Address & Office Phone

Program/Department with which Contributor will be affiliated

Description of on-site activities to be undertaken

Statement of anticipated benefit to Ames Laboratory

Host (print)

Host Approval (signature)

Date

Program Director (print)

Program Director Approval (signature)

Date

Chief Research Officer (print)

Chief Research Officer Approval (signature)

Date



*NOTE: This section does not apply to paid employees of Ames Laboratory / Iowa State University.

Contributorship Terms and Conditions* - Read before signing

- a. **Arrangement.** Contributor has requested to participate in research, experiential learning, or service project activities at Ames National Laboratory, a Department of Energy national laboratory operated by Iowa State University ("ISU"). *These terms and conditions must be read carefully and signed prior to engaging in any research, experiential learning, or service project activities.* Contributor understands that they have been approved to participate in the activities described above as a contributor and not an employee of Ames Laboratory/ISU for any purpose. Any changes to the on-site activities listed on page one of this form must be approved by the host identified above as well as the Ames Laboratory CRO.
- b. **State Date:** Contributor may not begin onsite activity until final approval of all required parties or until the state date listed on Page 1, whichever is later. Contributor understands that final approval may be contingent upon completion of a background check and/or export control review.
- c. **Costs of Travel and Living Costs.** Contributors are not employees of Ames Laboratory and therefore are not entitled to support, compensation or other benefits available to Ames Laboratory personnel. Contributor is responsible for all travel, lodging and living costs, except those otherwise authorized in writing by Ames Laboratory through an Ames Laboratory honorarium.
- d. **Behavior Expectations of the Contributor.** Contributor agrees to abide by:
 - i. The laws of the United States, as well as state and local laws.
 - ii. ISU and Ames Laboratory policies, rules, and regulations, including but not limited to policies related to conflicts of interest, confidentiality, research integrity, equal opportunity, safety and health. ISU policies may be found here: <https://www.policy.iastate.edu/> and Ames Laboratory policies may be found in ServiceNow.
 - iii. ISU laboratory safety standards and standards of Ames Laboratory, together with *all related training* in general and specifically applicable to the activities.
 - iv. Standards of conduct applicable to ISU students and/or employees and standards applicable to Ames Laboratory employees.
 - v. ISU and Ames Laboratory rules, standards, and guidelines applicable to foreign students and scholars, and maintenance of appropriate visa status.
 - vi. Contributor may use laboratory equipment, supplies, and services only as explicitly permitted by the host designated above. Contributor may be required to pay costs of such usage as determined by the host.

This agreement may be terminated for a violation of any of the above. Moreover, Contributor status is a privilege, not a right, and an individual holds this status at the pleasure of Ames Laboratory. Contributor status may be revoked at any time by Ames Laboratory at its sole discretion.

- e. **Intellectual Property and Confidentiality.** Except as provided below, Contributor agrees to assign and hereby does assign all Contributor's rights and title in any intellectual property created as part of these activities to ISU or to other recipients as required by third party agreement unless a separate written agreement with Contributor exists. Contributor may be granted access to the research of ISU/Ames Laboratory faculty and students. Contributor agrees to protect and maintain the confidentiality of the research products of such faculty and students. Contributor will not use data or research of ISU/Ames Laboratory employees and students without permission and appropriate attribution of credit. Contributor retains the rights in copyrightable works solely created by Contributor arising out of the activities. Contributor agrees to acknowledge the assistance of the host indicated above, and grants to ISU/Ames Laboratory a royalty-free right to use and reproduce such works for its own non-profit purposes.
- f. **Requirements.** Contributor must have the requisite skills and ability to engage in the activities indicated and agrees to provide documentation of such skills and ability upon request. Contributor must be able to communicate effectively with host and be able to safely participate in activities.
- g. **No Worker Injury Program Applies.** Contributor understands that no worker injury program applies, including, but not limited to, Worker's Compensation. Contributor understands they must rely upon their own financial resources and health insurance for coverage of any medical expense arising out of participation.
- h. **Miscellaneous.** Contributor agrees that they:
 - i. Are eighteen years of age or older.
 - ii. Understand that ISU/Ames Laboratory shall have the right to release them for any reason without prior notice and, upon termination, are required to return any keys and property in use by Contributor.
 - iii. Have no authority to enter into a contract or make a financial commitment on behalf of ISU/Ames Laboratory/Department of Energy.
 - iv. Will not represent that they are a student or employee of ISU/Ames Laboratory/U.S. Department of Energy.
 - v. This Agreement will terminate upon the Ending Date indicated above, unless extended in writing by the host and Ames Laboratory.
- i. **Assumption of Risk and Waiver of Liability:**

Contributor hereby ASSUMES THE RISK of participating in the activities and RELEASES FROM LIABILITY, WAIVES, DISCHARGES, AND COVENANTS NOT TO SUE the State of Iowa; Board of Regents, State of Iowa; Iowa State University; the United States Government; and their officers, servants, agents, or employees, including students participating in the activities, for any liability, claim, and/or cause of action arising out of or related to any loss, damage, or injury, including death, involving Contributor or Contributor's property. Contributor further agrees that this Participation Agreement shall bind the members of Contributor's family and spouse, heirs, assigns, and personal representatives.
- j. **Governing Law.** This Agreement shall be construed in accordance with the laws of the State of Iowa.

- k. **Foreign Government Sponsored or Affiliated Activities.** Per DOE Order 486.1A, Ames Laboratory is required to report interactions with Foreign Government Sponsored Talent Recruitment Programs of a Foreign Country of Risk. Please complete the question below.

Are you currently affiliated with a government-sponsored foreign talent (recruitment) program?

☐ No ☐ Yes (explain below)

I have read the Ames Laboratory Contributor terms and conditions and accept the terms of this appointment.

Contributor Name (print)

Contributor Signature

Date