

## Data Use and Data Sharing Agreement Checklist

USF Contact: \_\_\_\_\_

Name of 3rd Party: \_\_\_\_\_

Project Name: \_\_\_\_\_

Type of Request:

- Data Use (USF receives outside data)
- Data Sharing (USF shares internal data with outside agencies)

Please ensure all parties have reviewed and concerns are addressed before submitting your request to the Data Use/Sharing Subcommittee.

Office of General Counsel ([delunap@usfca.edu](mailto:delunap@usfca.edu))

\_\_\_\_\_  
Date of approval

ITS ([its\\_contract\\_review@usfca.edu](mailto:its_contract_review@usfca.edu))

\_\_\_\_\_  
Date of approval

Office of Risk Management ([mddiaz2@usfca.edu](mailto:mddiaz2@usfca.edu))

\_\_\_\_\_  
Date of approval

Office of \_\_\_\_\_  
(*additional review suggested by General Counsel*)

\_\_\_\_\_  
Date of approval

We defer to you as to any financial, business, and operational issues related to this request. Once all parties have reviewed and signed off, please forward (a) the final contracts/agreements and (b) checklist with email approvals to Linda Wong ([wongl@usfca.edu](mailto:wongl@usfca.edu)) to schedule the Data Use/Sharing Subcommittee to review the request. Thank you.