



Memorandum

To: MLDS Governing Board
From: Ross Goldstein, Executive Director
Date: December 1, 2020
Subject: External Researcher - Partnership Requirements

The *Policies and Procedures for External Researcher and Grant Funded Projects* provides the following limitation on who can apply for project approval:

Section 1.4 Limitation

- A. *An application submitted under these procedures will only be accepted from staff or faculty from a qualifying institution.*
- B. *Staff or faculty from a non-qualifying institution may partner with staff or faculty from a qualifying institution to submit an application under these procedures.*

This memorandum outlines the expectations of a staff or faculty member from a qualifying institution (hereinafter, “Maryland researcher”) who commits to partnering with staff or faculty from a non-qualifying institution (hereinafter, “applicant”).

The objective of the partnership is to have a Maryland researcher who can vouch for the professionalism and trustworthiness of the applicant and provide ongoing stewardship for the project. Specifically, the Maryland researcher must fulfill all of the following:

1. Be one of the following:
 - a. A co-investigator on the project;
 - b. A member of the Research Branch; or
 - c. Current or former staff of the Center who has completed at least one project resulting in Center output and who has demonstrated knowledge of MLDS operating and security requirements;
2. Be familiar with the applicant’s work and professional reputation and have confidence that the applicant can provide high quality research and analysis and deliver a relevant and actionable Center product to MLDS stakeholders.
3. Have expertise relevant to the proposed project and its aims and objectives;
4. Ensure the applicant adheres to all data governance rules regarding data access and use and the applicant's research does not deviate from the approved plan;
5. Remain fully apprised of the project and the work being conducted and be available to serve as a local representative as requested by the Center; and
6. Review the Center product, including reviewing the application of the Center’s suppression requirements.