**PI NAME and NAME OF SPONSOR**

**Technical Services Agreement (TSA)**

**Statement of Work**

*The Statement of Work (SOW) describes the services that will be performed by Mines under the Technical Services Agreement (TSA). A TSA SOW must include the expected timeline for performance, the expected deliverable(s), the fee to be paid to Mines for the work and the expected payment intervals. The SOW is agreed upon by the sponsor/client and Mines.*

## **Scope of Work**

Describe the service(s) being performed by Mines, ensuring that the scope is adequately described (e.g. number of samples that will be analysed, number of tests that will be performed, labor and/or effort that will be required, etc.). This section can be in paragraph or bullet format.

## **Mines Personnel**

Provide an overview of the Mines personnel (including the principal investigator/project director) expected to contribute directly to the work performed.

## **Place of Performance**

Provide a brief overview of Mines facilities and/or equipment that will be utilized to perform the work. In the event you will perform work off campus please describe those facilities as well.

## **Timeline for Performance**

Discuss the milestones and/or tasks to be performed along with their expected deliverable(s) date. Deliverables can be sent to the sponsor/client at certain intervals across the performance period or all at once at the end, but these expectations should be clearly described here. This section should address specific tasks, specify expected deliverable(s) and include a schedule/timeline for completion.

## **Deliverables**

## Specify the item(s) the sponsor/client will receive as a result of the work. Examples of deliverables include laboratory test results, data analysis results and reports on scholarly analysis and/or review.

## **Budget and Justification**

## Insert the finalized Mines budget and justification if requested, or attach as separate files. Include expected payment intervals.