



**INSTITUTIONAL REVIEW BOARD**  
*for the Protection of Human Subjects in Research*

FWA 00000078

Research & Creative Scholarship  
Interdisciplinary Science Building 104  
University of Montana  
Missoula, MT 59812  
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Est. 05/2015  
Rev. 04/2020

**IRB EXTERNAL REVIEW POLICY**

**POLICY:**

The University of Montana IRB will conduct reviews of appropriate, external, human subjects research proposals on a fee-based schedule.

**PROCEDURES:**

When an investigator is not engaged with the University of Montana as an employee or student for the purpose of conducting a research project involving human subjects, that project will be considered external and charged a fee regardless of the for-profit or non-profit nature of the project, investigator, or investigator's company or agency.

The UM IRB will only conduct external reviews of proposals for which it is qualified in terms of adequate experience and subject expertise. Specifically, the IRB reserves the right to accept or decline a request for review on a case-by-case basis. In most cases, the IRB authorizes the IRB Chair to make this decision, but accepting or declining review will in some cases be determined by the board. The UM IRB will review proposals at the full-board, expedited, and exempt levels of review as is appropriate to the complexity and risk level of the proposal.

**Fee Schedule upon Acceptance:**

- \$500 initial review
- \$200 amendments
- \$200 continued review
- \$50 closure report

The fees are assessments of costs associated with study reviews conducted by the IRB and are charges for services rendered. Fees are due and payable upon submission to the IRB for initial, continued, amendment or closure review. Checks are payable to the University of Montana.

Fees are non-negotiable and non-refundable. Because the IRB office commits its resources appropriate to each level of review, fees are due in full from the applicant regardless of subsequent conduct of the study, including disapproval by the IRB or early termination by the investigator or sponsor.

**Intellectual Property and Technology Transfer:** Externally reviewed projects are not subject to the University of Montana's intellectual property rights and, therefore, are not subject to its licensing policies. Any intellectual property that results from externally-conducted research is subsequently owned by the external investigator(s), company, or agency.

**Contact:**

Inquiries and applications should be directed to the IRB Chair and submitted to [irb@umontana.edu](mailto:irb@umontana.edu) or delivered to the IRB office in the Interdisciplinary Science Building, room 104.

Payment:

Make check(s) payable to: **University of Montana**

Mailing address:

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