



ADVANCING A HEALTHIER WISCONSIN ENDOWMENT

Research and Education Program

NOTICE OF REVISION TO THE TRANSFER OF EQUIPMENT POLICY

Notice Number: AHWREP 1.2016.8

Key Dates

Release Date: January 1, 2016

Issued By

Advancing a Healthier Wisconsin Research and Education Program (AHW REP)

Purpose

The AHW REP has revised its transfer of equipment policy. The revised transfer of equipment policy is provided below.

Equipment purchased with AHW Endowment funds should be retained by MCW and should not be transferred to another institution. However, in special circumstances, when it is not considered beneficial to MCW and AHW to retain AHW-funded equipment due to depreciation or other reasons, the AHW office should consider such cases and allow for the possible donation or selling of items directly to other agencies within the state of Wisconsin. Such transfers must follow the requirements of MCW corporate policy to ensure any intellectual proprietary or identifying information is removed among other considerations. An MCW faculty member interested in transferring AHW-funded equipment should submit a request, in writing, to the AHW Endowment office. The request for the equipment transfer will be evaluated by the Dean and the faculty member's department chair, and the Dean will determine whether the equipment should be allowed to be transferred, purchased, or donated.