

## **Record of Discussion – INFUSE**

### **Title of Proposed Research Activities:**

### **Start Date:**

A Record of Discussion, RoD, is required for the application submission. It can be a WORD or pdf document that consists of dated copies of e-mail correspondence between the private company PI and laboratory PI or copies of memos or notes dated when created. A one pager is sufficient. It must convey that the project concepts were discussed prior to submission and the parties are in mutual agreement concerning the content of the RFA application. Both the private and laboratory PIs must sign the RoD. Use of DOE laboratory equipment and test facilities must also show prior approval was obtained from the laboratory PI's manager.

- E-mails
- Notes on telephone conversations, face-to-face or web meetings

### **Laboratory Principal Investigators:**

Names & Signature

### **Private Industry Principal Investigators:**

Names and signature

### **If DOE equipment and test facility are required to accomplish the tasks – the Lab PI's supervisor must approve**

Name and Signature