

Seattle Institute for Biomedical and Clinical Research

1660 S Columbian Way ▪ S-151F ▪ Seattle WA 98108
206.764.2710 ▪ Fax 206.764.2742

www.sibcr.org

IPA Request Form

Before an IPA can be initiated, this form must be completed and signed by both the Executive Director and Member PI. Plan on at least 60 days advance notice prior to the agreement start date.

IPAs are for temporary assignments only.

SIBCR Employee Name:			
Date of request:			
Member PI Name:			
Purpose of IPA:			
IPA term requested:		""to	Percent Effort:
Project Change:			
SIBCR project:		VA project RDIS#:	
SIGNATURES:			
SIBCR Executive Director:		Member PI:	
Name	Date	Name	Date

The official personnel agreement policy is found at the following location:
<http://www.sibcr.org/policies/personnel.html>