

## FOREIGN EXCHANGE RISK ACCEPTANCE FORM

Weill Cornell Medicine participates in sponsored activity with foreign collaborators and sponsors. A risk of such collaborations is the fluctuation of foreign currencies against the US Dollar, and the potential adverse impact on a sponsored agreement. This can lead to substantial deficits if not mitigated. To mitigate Foreign Currency Exchange Risk, it is the policy of Weill Cornell Medicine to accept agreements in US dollars ONLY.

Faculty that wish to enter into sponsored agreements in a foreign currency, contrary to institutional policy, do so at their own risk, and the risk of their department. To proceed, this Foreign Exchange Risk Acceptance Form must be submitted for central office approval at the beginning stage of the grant application or contract negotiation.

**Please check one: Does the Department accept the risk of entering into an agreement with payments received in a foreign currency?**

- ☐ **Yes, the department accepts the risk and assumes responsibility for any deficit arising on this agreement.**
- ☐ **No, the department will not enter into the agreement unless it is negotiated in USD and acknowledges that the agreement may not be executed.**

<div style="margin-bottom: 20px;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="display: flex; justify-content: space-between; padding: 0 10px;"> <span>DA Approval</span> <span>Date</span> </div> </div> <div style="margin-bottom: 20px;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="display: flex; justify-content: space-between; padding: 0 10px;"> <span>Chair Approval</span> <span>Date</span> </div> </div> <div> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="display: flex; justify-content: space-between; padding: 0 10px;"> <span>PI Approval</span> <span>Date</span> </div> </div>	<p><b>Departmental Guarantee for Foreign Currency Project*</b></p> <div style="border-bottom: 1px solid black; width: 100%; margin-bottom: 10px;"></div> <p>Fund Account Number</p> <p style="font-size: 0.9em; margin-top: 20px;">*In the event that the costs for this project exceed the cash received, after adjusting for the prevailing currency exchange rates at the time payments are received, expenses from the project will automatically be moved to this fund account. It is important to note that delayed scientific progress and final reports, and other factors, may impact when payments are received, further adding to the complexity of managing currency fluctuation.</p>
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## **POLICY GUIDELINES AND WORKFLOW**

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To minimize Foreign Exchange Risk to the Medical College, the Office of Sponsored Research Administration (OSRA) works to negotiate the most favorable terms with the sponsor. Sufficient time must be afforded to OSRA to secure best outcomes.

OSRA will work to negotiate the sponsored agreement in US Dollars.

If the sponsor will not agree, and there is a desire to proceed, the PI must submit the Foreign Exchange Risk Acceptance Form, which commits the Department to covering any deficits due to currency fluctuation.

OSRA will then proceed to:

1. Negotiate payment in full upon execution of the agreement. This will allow for a one-time currency exchange and minimize risk; if unsuccessful
2. Negotiate for a schedule of payments and obtain a minimum initial payment of 50% or more, if unsuccessful
3. Accept sponsor's payment stipulations, with the exchange rate applied on a per-payment basis.

Departments should only proceed with accepting awards in foreign currency if adequate resources are available to manage payments, watch currency fluctuations, and regularly update the converted value of the account. The number of sponsored agreements in a foreign currency that result in a deficit is considerable.

**Caution is advised.** If the agreement goes into deficit, which the Department covers, departmental/institutional funds are being used to supplement a sponsor; therefore, the value of this exchange must be carefully weighed.