



**Defense Health Agency (DHA)
Renewal Request - Data Sharing Agreement**



New DSA # _____

This template shall be used to *renew* an executed Data Sharing Agreement (DSA) that incorporates an approved Data Sharing Agreement Application (DSAA). Questions about completing this template can be directed to the DHA Privacy and Civil Liberties Office (Privacy Office) via DHA.DataSharing@mail.mil.

Current DSA #:

DSA Title:

Describe changes to the Contract, Grant, Cooperative Agreement, etc.

Contract Number:

Option Year Period of Performance Dates:

Changes to the Contract (*explain*):

Applicant / Recipient Contact Information

Name & Title / Rank:

E-Mail Address:

Company / Organization:

Phone Number:

Government Sponsor Contact Information

Name & Title / Rank:

E-Mail Address:

Office / Organization:

Phone Number:

Confirmation

Check as applicable to this renewal request:

- There are **no changes to the executed DSA** or the approved, incorporated DSAA.
- The information approved in the **executed DSA has changed**. All changes are documented in the space provided on the next page, or as a separate attachment.

Changes

New DSA #

Describe any changes to the project as described in the previously approved DSAA (including data use, transmission, storage or reporting).

Research Requests Only

The research protocol (if applicable) for the project described in the executed DSA has changed. All changes have been reviewed and approved by:

- IRB
- DHA, Human Research Subjects Official, CDO #
- OMB/WHS licensing (survey), #

Certifications

By signing below, Applicant/Recipient and Government Sponsor acknowledge that the information above is truthful and accurate. Applicant/Recipient and Government Sponsor further attest that they are authorized to sign this request on behalf of their respective organizations.

Applicant/Recipient Signature

Date

Government Sponsor Signature

Date

Submit Renewal Request to the DHA.DataSharing@mail.mil.

Data Sharing Agreements are project or contract-specific, not individual data user-specific. Only the names and professional contact information of the Applicant and Government Sponsor should be listed. The names and contact information for the listed individuals are maintained so information and notices can be sent to these individuals. This information may be protected under the provisions of the Privacy Act of 1974 and only released as permitted by law.

DSA # _____ has been approved.

Renewal is effective upon signature by the DHA Privacy and Civil Liberties Office. The DSA will remain in force, and all data subject to this DSA, unless renewed, may be retained until:

Signature
DHA Privacy and Civil Liberties Office