

## Instrument User Agreement

Institute for Excellence & Ethics, Inc. (IEE) and Cornerstone Consulting & Evaluation, LLC. (CCE) grant permission to use (a) *Global Portraits for Moral and Social Health* instrument (GP), (b) *Character in Action Survey* (CiAS), and (c) *Collective Responsibility for Excellence and Ethics* instrument (CREE) free of charge provided the user agrees to be bound by all of the stipulations set forth by this Agreement and submits a signed copy of the Agreement to IEE (PO BOX 189, Fayetteville, NY 13066; fax: 315-677-8167; email: [info@excellenceandethics.com](mailto:info@excellenceandethics.com)):

- (1) the user acknowledges that the Intellectual Property for the conceptual models and instruments listed in this Agreement belongs to the individual authors of these documents;
- (2) the user shall properly cite the authorship of the instrument(s), including but not limited to citing the authors on the survey forms that are handed out to participants and/or used for online data collection, and citing the authors in any subsequent reports and/or publications based on the data collected with the instrument(s);
- (3) the user shall not modify the content of the survey, the composition of the scales included in the survey, the order and the wording of the items included in the survey, the response framework and response labels, or the title of the survey and the titles of scales in the survey; however, the user may modify the content and response framework of the demographic items and the user may modify the visual formatting of the instrument(s);
- (4) the user may use separate scales from the instrument(s) provided all other conditions in this Agreement are met;
- (5) the user shall provide to IEE copies of reports and/or publications based on the data collected with the instrument(s);
- (6) the user shall not sell or grant permission to use the instrument(s) to third parties;
- (7) the user shall obtain an IRB/Human Subject Protection Committee approval for the use of the instrument(s) in their project if required;
- (8) Indemnification: the user expressly agrees to hold harmless IEE, CCE, and the authors of the instruments included in this Agreement from all liability, including but not limited to all expenses, costs, harm and damages of whatever kind, which might arise out of any use of the instruments included in this Agreement.

In addition, the user will share with IEE the individual level data (with any individual participants' identifying information removed) collected for their project for continued reliability and validity analyses on the instrument(s). The user will contact IEE to discuss data sharing specifics.

***I agree to be bound by all of the stipulations in this User Agreement:***

Name (Printed or Typed): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

