Effective December 7, 2022

VPFA SIGNATURE AUTHORITY DELEGATIONS

EXHIBIT A

UNIVERSITY AGREEMENTS INVOLVING PAYMENT OR RECEIPT OF MONEY OR OTHER CONSIDERATION:

Procurement or leasing of goods, supplies, and services, including consulting services, in the amounts identified below:

- $50,000 or less: Planning Unit CFAO on university template
- $500,000 or less: Director, Strategic Sourcing or AVP/Controller
- $100,000 or less ICA Game Guarantees: Athletic Director
- $500,000 or less: Director, Strategic Sourcing or AVP/Controller
- $250,000 or less: Contracts Manager (in Central Purchasing)
- $100,000 or less: Contracts Coordinator (in Central Purchasing)
- $1,000,000 or less: Director, Strategic Sourcing or AVP/Controller
- Greater than $1,000,000: VPFA / President jointly
- PV of cashflow $1,000,000 or less: VPFA
- PV of cashflows greater than $1M: VPFA / President jointly
- Independent Contractor (IC):
  - Honorarium Agreement: Planning Unit CFAO
  - Short Form Services Agreement: Planning Unit CFAO

Utility Agreements:

- Any utility agreement: Director of Energy Management or AVP Design and Construction
- Gas/electric block purchase agreements: AVP Design and Construction
- $10,000 or less without agreement: Finance and Administration Business Service Center
- Greater than $10,000 without agreement: Director of Energy Management or AVP Design and Construction

Construction Contracts (must follow university PAR processes):

- $100,000 or less: AVP Design and Construction
- $1,000,000 or less: VPFA
- Greater than $1,000,000: VPFA / President jointly

Real Estate agreements for purchase, sale, or gift:

- $1,000,000 or less: VPFA
- Greater than $1,000,000: VPFA / President jointly
Real Estate leasing, appraisal, survey, title opinion, environmental survey transactions:

- $50,000 or less: Director, Real Estate
- PV of cashflow $1,000,000 or less: VPFA
- PV of cashflows greater than $1M: VPFA / President jointly

Innovation Center occupant / lease transactions – OU as lessor only:

- PV of cashflows $25,000 or less: Director Innovation Center or VP Research
- PV of cashflows $50,000 or less: Director, Real Estate
- PV of cashflow $1,000,000 or less: VPFA
- PV of cashflows greater than $1M: VPFA / President jointly

Dublin Campus event / space use transactions – OU as lessor only:

- $25,000 or less: Project Manager, Dublin, or Senior Director, CHSP Central Ohio Programs and Partnerships
- Greater than $25,000: See Real estate leasing transactions

Agreements for the sale of university goods or services, regardless of the price, including University consulting services; and the sale of any university asset, including contractual rights and privileges:

- Services
  - $100,000 or less: Director, Strategic Sourcing or AVP/Controller
  - $1,000,000 or less: VPFA
  - Greater than $1,000,000: VPFA / President jointly

- Goods
  - $100,000 or less: Director Auxiliary Services, Transportation and Parking or AVP/Controller
  - $1,000,000 or less: VPFA
  - Greater than $1,000,000: VPFA / President jointly
JOINT VP AUTHORIZATIONS:

Academic Agreements that involve the expenditure or receipt of funds, asset transfer, gift tax credit, or other financial obligations:
   VPFA jointly with Executive Vice President and Provost

Research subcontracts for an aggregate amount greater than $50,000 awarded to any one vendor in a 12-month period:
   $50,000 or less 
      Director of Budget and Operations Research and Sponsored Programs or AVP Research and Sponsored Programs
   Greater than $50,000 
      VP Research

Performance agreements greater than $50,000:
   $50,000 or less 
      VPSA
   Greater than $50,000 
      VPSA and VPFA jointly
**OTHER VPFA, REGULATORY AND OPERATIONAL DELEGATIONS:**

**Agreements in which obligations of other entities are modified or excused (other than legal settlements):**
- Reserving Bad Debts for Receivables: AVP/Controller with notification to VPFA
- Bad Debt Write-off: VPFA and General Counsel

**Establishment of banking, securities, and other financial accounts or financial guarantees:**
- Combination of any 2 signatures of:
  - VPFA; AVP/Controller; CFO, Ohio University Foundation; Executive Director, Treasury Management

**Purchases, redemptions, or transfers of securities:**
- VPFA; CFO, Ohio University Foundation; Executive Director, Treasury Management; Managing Fiduciary

**Manual or Convenience Checks, regardless of amount:**
- Combination of any 2 signatures of:
  - VPFA; AVP/Controller; Executive Director, Treasury Management; CFO, Ohio University Foundation, Director of Payments; Bursar

**Regulatory and/or tax related payments and returns:**
- Routine payroll employment taxes: Director Taxation and Payroll or CHRO
- Routine sales tax and use tax: Director Taxation and Payroll or CHRO or AVP/Controller
- Routine real estate taxes: AVP/Controller or Legal Affairs
- 990 & 990T: AVP/Controller VPFA
- Other $1,000,000 or less: VPFA
- Greater than $1,000,000: VPFA / President

**Routine compliance reporting and regulatory permits pertaining to the operations of:**
- Environmental, Health & Safety, Utilities, Facilities Maintenance: AVP Facilities Management and Safety
- Sustainability, Architecture, Design & Construction: AVP Design & Construction
- Transportation, Parking and Fleet issues: Director Auxiliary Services, Transportation and Parking Services
- Airport: AVP Auxiliaries or VPFA
- Moving and Surplus: Director Auxiliary Services, Transportation and Parking Services
- Campus Safety & Policing: Chief OUPD / Chief Law Enforcement Officer
- Insurance & Risk Management: VPFA
- Grants & Contracts Accounting: Director or Manager of Grants Accounting, AVP/Controller, Associate Controller
- Treasury, Bond compliance: Executive Director, Treasury Management