

May 11, 2022

TO: All Staff

CC: Office of the General Counsel

FR: Provost & Executive Vice President for Academic Affairs

RE: **Sub-Delegation of Contract Approval and Signing Authority**

The University of Connecticut Board of Trustees resolution dated February 18, 2010 (“Board Resolution”) grants the President signing authority for all University contracts and allows the President to delegate such authority as deemed appropriate. Pursuant to the Board Resolution, the President issued the University Contract Signing Authority Delegation on May 2, 2022 (“President’s Delegation”). The President’s Delegation authorizes me to sub-delegate my authority to certain employees under the President’s and my supervision.

In accordance with President’s Procedures for Contract Approval and Signature Authority and to the extent permitted by the President’s Delegation, I hereby issue, effective immediately, the following sub-delegations of authority.

<u>TITLE</u>	<u>CONTRACT VALUE</u>
Any Vice President	Less than \$1,000,000
Any Vice Provost (including any Senior Vice Provost)	Less than \$500,000
Any Dean	Less than \$250,000
Any Associate/Assistant Vice Provost	Less than \$100,000
Any Associate/Assistant Vice President	Less than \$100,000
Any Regional Campus Director	Less than \$100,000
Any Interdisciplinary Center and Institute Directors	Less than \$100,000
Any Academic Director	Less than \$50,000

Each sub-delegation is limited to approving or signing contracts necessary to support or further the academic operations under the control of the employee(s) holding a position named above. This authority may not be further sub-delegated.

University of Connecticut Provost Signing Authority Delegations

Authorized Contract Value	Signatories	Type of Contract/Agreement*
Any amount**	Provost	Any contract to support the academic mission of the university
Less than \$1,000,000	Vice President	Any contract to support the operations under the Vice President's respective control
Less than \$500,000	Vice Provosts	Any contract to support the academic operations under the Vice Provost's respective control
Less than \$250,000	Deans	Any contract to support the academic operations under the Dean's respective control
Less than \$100,000	Assistant and Associate Vice Provosts	Any contract to support the academic operations under the Assistant or Associate Vice Provost's respective control
Less than \$100,000	Assistant and Associate Vice Presidents	Any contract to support the academic operations under the Assistant or Associate Vice President's respective control
Less than \$100,000	Regional Campus Directors	Any contract to support or further the academic operations of the campus under the Director's control
Less than \$100,000	Interdisciplinary Center and Institute Directors	Any contract to support or further the academic operations of the center or institute under the Director's control
Less than \$50,000	Academic Directors	Any contract to support the academic operations under the Academic Director's respective control
<i>*Does not include the authority to sign leases or purchase and sales agreements</i>	<i>** Contracts with a value of \$1 million or greater may require prior approval from the Board of Trustees</i>	