

SYSTEM OFFICES
THE TEXAS A&M UNIVERSITY SYSTEM
Chancellor’s Delegation of Authority for Contract Administration
Fiscal Year 2024

General Delegations:

The Chancellor has delegated the authority to sign and approve contracts of less than \$750,000 not specifically reserved by the Board of Regents in System Policy 25.07, *Contract Administration*. In accordance with System Policy 25.07, §6, the Chancellor may delegate authority to deputy chancellors, vice-chancellors, CEOs or others to sign and approve these contracts. Furthermore, in accordance with System Policy 25.07, §6, CEOs have the authority to sign and approve contracts described in System Policy 25.07, §3, regardless of dollar value, with the exception of contracts described in System Policy 25.07, §3(b), and may delegate such authority to designees.

In accordance with System Policy 25.07, the Delegation of Authority for Contract Administration for (1) all contracts less than \$750,000, and (2) all contracts described in System Policy 25.07, §3, is shown on the following pages. In case of unavailability of the person who has the delegated authority, either the Deputy Chancellor, the Vice Chancellor for Business Affairs, or the Chief Administrative Officer is delegated the authority to execute the contract.

Certain contracts that involve or exceed an annual consideration of \$500,000 or more or are longer than 5 years must be approved by the Board of Regents in accordance with System Policy 25.07, §2.

Legend:

Assoc.	Associate	S-CFO	System Chief Financial Officer
Asst.	Assistant		
AVC	Associate Vice Chancellor	SLMO	System Land Management Office
BOR	Board of Regents	SOBA	System Office of Budgets & Accounting
CAO	Chief Administrative Officer	SR	System Regulation
CEO	Chief Executive Officer	SREO	System Real Estate Office
CIO	Chief Information Officer		
COO	Chief Operating Officer	SP	System Policy
			Texas A&M Sponsored Research Services -
DCIO	Deputy Chief Investment Officer	SRS	Director, Assoc. Executive Director, & Executive Director
ECO	Export Control Officer	SYCO	System Marketing & Communications

ED-BA	Executive Director, Business Affairs		
FPC-CFO	Chief Facilities Officer	System	The Texas A&M University System
FPC	Facilities, Planning & Construction	TI	Texas A& M Innovation
HUB	Historically Underutilized Businesses		
IP	Intellectual Property	PI	Principal Investigator/Research
IRB	Institutional Review Board		
OGC	Office of General Counsel	VCR	Vice Chancellor for Research
PD	Director, Procurement and HUB Services		
PI	Principal Investigator	VCBA	Vice Chancellor for Business Affairs

Notes:

- 1 REQUIRED GENERAL COUNSEL REVIEW (System Policy 25.07, §4): Unless otherwise stated in System Policies or System Regulations, all contracts that have a stated or implied consideration of \$100,000 or more must be submitted to OGC for review and approval as to form and legal sufficiency when required by OGC guidelines that have been approved by the chancellor.
- 2 Proposed contracts and agreements meeting one or more of the following requirements do not need to be reviewed and approved by OGC, provided that such contracts and agreements are reviewed by the member in accordance with System Policy 25.07, System Regulation 25.07.01 and the System Contract Review Checklist:
 - a. contracts and agreements entered into pursuant to a materially unaltered contract form or template approved by OGC within the preceding three years, or as otherwise approved pursuant to *TAMUS Contract Review Guidelines and Checklist, Section D, OGC Contract Review and Approval Procedures and Guidelines*;
 - b. interagency and intra-system agreements entered into pursuant to System Regulation 25.07.06;
 - c. sponsored research contracts, cooperative agreements, and grants entered into with an agency of the United States government that contain standard clauses common to such contracts, cooperative agreements and grants
- 3 All contracts for goods or services must comply with System Regulation 25.07.03, *Acquisition of Goods and/or Services*. All purchases shall comply with state statutes relating to contracting with historically underutilized businesses and procurement of goods and services from persons with disabilities.
- 4 It is the responsibility of the person noted in the “Typical Routing for Departmental Review” section to signify in writing (via email or memorandum) that they have reviewed the contract before sending it to the next person on the list. It is the responsibility of the person noted in the “Authorization to Execute Contracts” sections to so note the complete routing and review certifications before signing the contract.

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
<i>All decisions involving accepting donations of real property should be coordinated through the SREO pursuant to SP 41.01.</i>			
8.3 Intellectual Property Gifts	See Section 16.7 herein	See Section 16.7 herein.	See Section 16.7 herein.
9. EMPLOYMENT APPOINTMENTS			
9.1 Faculty Offer Letters (<i>Conditional letters of appointment to faculty</i>)			
9.1.1 Approval of Appointment Offers – Tenure with Appointment (<i>Rank of Professor, Associate Professor</i>)	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
9.1.2 Approval of Appointment Offers – Tenure-Track Faculty Appointments (<i>Rank of Associate Professor, Assistant Professor, Instructor</i>)	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
9.1.3 Approval of Appointment Offers – Non-Tenure Track Appointments (<i>e.g. Visiting Faculty Titles & Lecturer Titles</i>)	<ul style="list-style-type: none"> • Faculty Equivalent Researchers • Division Head • Executive Director, Engineering Human Resources and Payroll • CFO 	<ul style="list-style-type: none"> • Deputy Director • Agency Director 	<ul style="list-style-type: none"> • Deputy Director • Agency Director
9.1.4 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Dean, Interim Dean, Acting Dean</i>	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
9.1.5 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Academic Department Head, Interim Head, Acting Head</i>	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
9.1.6 Approval of Appointment Offers – Appointment and accompanying	<ul style="list-style-type: none"> • Division Head 	<ul style="list-style-type: none"> • Deputy Director • Agency Director 	<ul style="list-style-type: none"> • Deputy Director • Agency Director

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salary changes for faculty members appointed as <i>Director of an Academic Administrative Services Center or Institute</i>	<ul style="list-style-type: none"> • Executive Director, Human Resources and Payroll • CFO 		
9.1.7 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Associate or Assistant Dean</i>	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
9.1.8 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Associate or Assistant Department Head, Departmental Division Head</i>	<ul style="list-style-type: none"> • Division Head • Executive Director, Human Resources and Payroll • CFO 	<ul style="list-style-type: none"> • Deputy Director • Agency Director 	<ul style="list-style-type: none"> • Deputy Director • Agency Director
9.1.9 Approval of Appointment Offers – Faculty Appointments in Excess of Budgeted 100% Assignment	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
9.1.10 Continuing and Extension Education	<ul style="list-style-type: none"> • Division Head • Associate Agency Director for Workforce Development and Regional Divisions • Contracting Officer 	<ul style="list-style-type: none"> • CFO • Deputy Director 	<ul style="list-style-type: none"> • CFO • Deputy Director
9.1.11 Other Instructional Agreements – Temporary Hires (<i>part-time faculty, adjunct faculty</i>)	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
9.1.12 Off-Campus Instruction	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
9.1.13 Graduate Assistants (<i>initial employment agreement for graduate student assistants</i>)	<ul style="list-style-type: none"> • Division Head • Executive Director, Human Resources and Payroll (for changes) • Assoc. Dean for Graduate Programs 	<ul style="list-style-type: none"> • CFO • Deputy Director 	<ul style="list-style-type: none"> • CFO • Deputy Director
9.2 Non-Faculty Employment Appointments			

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
9.2.1 Approval of Appointment Offers – <i>Non-Classified Administrative Staff</i>	<ul style="list-style-type: none"> • Division Head • Executive Director, Human Resources and Payroll (for changes) • COO (foreign national) 	<ul style="list-style-type: none"> • CFO • Deputy Director 	<ul style="list-style-type: none"> • CFO • Deputy Director
9.2.2 Approval of Appointment Offers – <i>Classified Support Staff</i>	<ul style="list-style-type: none"> • Division Head • Executive Director, Human Resources and Payroll (for changes) • COO (foreign national) 	<ul style="list-style-type: none"> • CFO • Deputy Director 	<ul style="list-style-type: none"> • CFO • Deputy Director
9.2.3 Approval of Appointment Offers – <i>Staff in Excess of Budgeted 100% Assignment</i>	<ul style="list-style-type: none"> • Division Head • Executive Director, Human Resources and Payroll (for changes) • COO (foreign national) 	<ul style="list-style-type: none"> • CFO • Deputy Director 	<ul style="list-style-type: none"> • CFO • Deputy Director
10. EMPLOYEE BENEFITS CONTRACTS – Benefits Administration			
10.1 Group Insurance Contracts/Policies and Administrative Agreements	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
11. EQUIPMENT LEASE AGREEMENTS			
<i>TAMUS as Lessor</i>			
11.1 Equipment Lease with Purchase Option <i>Non-employee (former faculty, research sponsor, etc.) rental for a specific period with a fixed purchase option of TAMUS-owned equipment.</i>	<ul style="list-style-type: none"> • Division Head • Contracting Officer 	<ul style="list-style-type: none"> • CFO • Deputy Director 	<ul style="list-style-type: none"> • CFO • Deputy Director
11.2 Equipment Lease for TAMUS -Related Activities <i>Non-employee (student, conference, etc.) rental for a specified period of TAMUS-owned equipment.</i>	<ul style="list-style-type: none"> • Division Head • Contracting Officer 	<ul style="list-style-type: none"> • CFO • Deputy Director 	<ul style="list-style-type: none"> • CFO • Deputy Director
11.2.1 Rental Vehicles <i>(Non- TAMUS Lessee)</i>	<ul style="list-style-type: none"> • Division Head • Contracting Officer 	<ul style="list-style-type: none"> • CFO • Deputy Director 	<ul style="list-style-type: none"> • CFO • Deputy Director
11.2.2 Equipment	<ul style="list-style-type: none"> • Division Head 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO

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13.3.2 Bond Counsel (See Section 19.2 Legal)	<ul style="list-style-type: none"> • Treasury Services • PD > \$10,000 • OGC > \$100,000 	<ul style="list-style-type: none"> • Treasurer • DCIO • General Counsel 	<ul style="list-style-type: none"> • Treasurer • DCIO • General Counsel
13.4 Other Banking Functions (Custodial agreements, securities lending agreements)	<ul style="list-style-type: none"> • Treasurer Services • PD > \$10,000 • OGC > \$100,000 	<ul style="list-style-type: none"> • Treasurer • DCIO 	<ul style="list-style-type: none"> • Treasurer • DCIO
14. GRANT PARTICIPATION AGREEMENTS (FEDERAL/STATE/LOCAL/PRIVATE) (NON-RESEARCH RELATED)			
14.1 Grants (for sponsored research project related grants see Section 24.1)	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
14.2 Student Financial Aid	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
14.3 Funding Agreements (Academic)	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
14.4 Funding Agreements (Non-Academic; Non-Sponsored Research)	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
15. INSURANCE-PARTIAL RISK TRANSFER CONTRACTS – Risk Management and Safety (Retention of Predetermined Limited Risk with Contractual Transfer of Excess Risk Exposure)			
15.1 Fleet Automobile and Motor Driven Liability Contract (Motorized autos and machinery driven by System employees.) Contract reviewed by the State Board of Insurance, Attorney General’s Office, and the Texas Building and Procurement Commission.	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 • OGC ≥ \$100,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review) • S-CFO
15.2 Directors and Officers Liability Contract (Covers BOR, System Administrators, Faculty and Staff)	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 • OGC > \$100,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review) • S-CFO
15.3 Healthcare Purchasers Professional Liability Contract (Professional /Fiduciary coverage for System Self-Insured Group Benefit Programs)	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 • OGC ≥ \$100,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review) • S-CFO
15.4 Various Insurance – Partial Risk Transfer Contracts (Funding from Member/User)	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review)

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NOTE: <i><u>The Office of Risk Management is responsible for all System-based Partial Risk Transfer Contracts. Risk Management must be contacted before any insurance is purchased.</u></i>	<ul style="list-style-type: none"> OGC ≥ \$100,000 		<ul style="list-style-type: none"> S-CFO
15.5 Workers’ Compensation Insurance Claims processing or settlement	<ul style="list-style-type: none"> Risk Management PD > \$1,000,000 OGC ≥ \$100,000 	<ul style="list-style-type: none"> Director, Risk Management 	<ul style="list-style-type: none"> Director, Risk Management (after OGC review) S-CFO General Counsel
15.6 Administrative Contracts	<ul style="list-style-type: none"> Risk Management PD > \$1,000,000 OGC > \$100,000 	<ul style="list-style-type: none"> Director, Risk Management 	<ul style="list-style-type: none"> Director, Risk Management (after OGC review) S-CFO
16. INTELLECTUAL PROPERTY (SP 17.01) * Monetary categories above do not apply to this section per System Policy 25.07, §6			
16.1 Technology Transfer			
16.1.1 Patent License Agreement (<i>Technology Transfer</i>)	<ul style="list-style-type: none"> TI OGC VCR 	<ul style="list-style-type: none"> VCR approves and executes 	
16.1.2.1 Non-Patent License Agreement (<i>Technology Transfer</i>) (System controlled or owned) trade secrets; non-patentable inventions/know-how; Plant Variety Protection Act; copyrights; etc.	<ul style="list-style-type: none"> TI OGC VCR 	<ul style="list-style-type: none"> VCR approves and executes 	
16.1.2.2 Non-Patent License Agreement (<i>Technology Transfer</i>) (Member controlled or owned) copyrights that are not assigned to System for commercialization	<ul style="list-style-type: none"> CEO OGC 	<ul style="list-style-type: none"> CEO executes 	
16.1.3.1 Trademark and Service Mark License (System controlled or owned)	<ul style="list-style-type: none"> TI OGC VCR 	<ul style="list-style-type: none"> VCR approves and executes 	

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16.1.3.2 Trademark and Service Mark License (Member owned trademark licensed along with System IP)	<ul style="list-style-type: none"> • CEO • TI • OGC • VCR 	<ul style="list-style-type: none"> • CEO approves for member and VCR approves and executes 	
16.1.3.3 Trademark and Service Mark License (Member owned and licensed)	<ul style="list-style-type: none"> • CEO • OGC 	<ul style="list-style-type: none"> • CEO executes 	
16.1.4.1 Software License (In-Bound)	See Section 22.3 herein.	See Section 22.3 herein.	
16.1.4.2 Software License (Out-Bound) System Owned	<ul style="list-style-type: none"> • TI • OGC • VCR 	<ul style="list-style-type: none"> • VCR approves and executes 	
16.1.4.3 Software License (Out-Bound) Member Owned	<ul style="list-style-type: none"> • CEO • OGC 	<ul style="list-style-type: none"> • CEO executes 	
16.1.5 Option Agreement for future License of Intellectual Property	<ul style="list-style-type: none"> • TI • OGC • VCR 	<ul style="list-style-type: none"> • VCR approves and executes 	
16.1.6 Inter-Institutional Agreement (<i>educational institutions</i>)	<ul style="list-style-type: none"> • TI • OGC • VCR 	<ul style="list-style-type: none"> • VCR approves and executes 	
16.1.7.1 Assignment of Intellectual Property to Third Party (<i>IP does not exist at the time of Sponsored Research Agreement</i>)	<ul style="list-style-type: none"> • TI • OGC • VCR 	<ul style="list-style-type: none"> • VCR approves waiver of ownership of IP created under Sponsored Research Agreement • Upon creation of IP, assignment executed by VCR 	
16.1.7.2 Assignment of Intellectual Property to Third Party (<i>Existing IP</i>)	<ul style="list-style-type: none"> • TI • OGC • VCR 	<ul style="list-style-type: none"> • Approval of Chancellor via OGC process • Assignment executed by VCR 	
16.1.8 Intellectual Property Release to IP Creator	<ul style="list-style-type: none"> • TI • OGC • VCR 	<ul style="list-style-type: none"> • VCR approves and executes 	
16.1.9.1 Material Transfer Agreement covering System Intellectual Property (<i>Commercial and Non-Commercial</i>)	<ul style="list-style-type: none"> • CEO • TI • OGC • VCR 	<ul style="list-style-type: none"> • VCR approves and executes 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
* IP that is covered by IP disclosure or is a declared variety			
16.4.2 Nondisclosure/Confidentiality Agreements Not Relating to Commercialization of System Intellectual Property	See Section 24.5	See Section 24.5	
16.5 Memorandum of Agreement Non-academic (letter style) agreements which document programmatic commitments between TI and Non-System entities (<i>includes promotion of collaboration for: commercializing System IP; obtaining investors for companies licensing System IP; research investment by entities in a foreign country; and promoting history of System students and foreign country</i>)	<ul style="list-style-type: none"> • TI • OGC • VCR 	<ul style="list-style-type: none"> • VCR approves and executes 	
16.6 Business Entity to Commercialize System Intellectual Property			
16.6.1 Creation of System Business Entity to Commercialize System Intellectual Property	<ul style="list-style-type: none"> • CEO (If Member sponsored the creation of Entity) • TI • OGC • VCR 	<ul style="list-style-type: none"> • Approval of Chancellor via OGC process • VCR executes 	
16.6.2 Investing in a Business Entity Having a License to System Intellectual Property	<ul style="list-style-type: none"> • CEO (if Member sponsored investment) • TI • OGC • VCR 	<ul style="list-style-type: none"> • Approval of Chancellor via OGC process • VCR executes 	
16.7 Intellectual Property Gifts			
16.7.1 IP Offer to System in Exchange for Royalty Sharing	<ul style="list-style-type: none"> • TI • OGC 	<ul style="list-style-type: none"> • Approval of Chancellor via OGC process • VCR executes 	

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Correction instruments and non-substantive amendments to documents, etc.)			
23.8.7 Real Property Management and Maintenance (i.e. Surface Use Agreements; Drainage Agreements; Maintenance Agreements, etc.)	<ul style="list-style-type: none"> • Contracting Officer • Vice President for Facilities, Health, Safety and Security • SREO • OGC 	<ul style="list-style-type: none"> • CEO • S-CFO or VCBA 	
23.8.8 Condominium Ownership, Operations and Activity Documents	<ul style="list-style-type: none"> • Contracting Officer • Vice President for Facilities, Health, Safety and Security • SREO • OGC 	<ul style="list-style-type: none"> • S-CFO or VCBA 	
23.8.9 Broker/Agency Representation and Listing Agreements; Non-binding Letters of Intent/Term Sheets	<ul style="list-style-type: none"> • Contracting Officer • Vice President for Facilities, Health, Safety and Security • SREO • OGC 	<ul style="list-style-type: none"> • CEO • VCBA 	
23.9 Service Contracts for Real Property Transactions (surveyors, appraisers, property inspectors, title company contracts, etc.) (See also Section 27.6)	<ul style="list-style-type: none"> • Contracting Officer • Vice President for Facilities, Health, Safety and Security • CEO • SREO • OGC 	<ul style="list-style-type: none"> • CEO • VCBA or Managing Counsel, Property & Construction 	
23.10 RELLIS Campus Leases, Licenses, Permits and Facility Use Agreements	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not Applicable 	
24. RESEARCH AGREEMENTS * Per System Policy 25.07, §6, monetary categories above do not apply to research agreements in this section as described in System Policy 25.07, §3(a)			

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24.1 Research agreements (where member is the prime contractor signing the agreement with the sponsor; or member is a subcontractor signing the agreement with the prime contractor or a higher-tier subcontractor). <i>Includes grants, contracts, cooperative agreements, and consortium agreements</i>	<ul style="list-style-type: none"> • PI • Division Head • Contracting Officer • RC (if foreign) • SRS (if appropriate) • RSO (if country of concern) 	<ul style="list-style-type: none"> • COO Amendments • Sr Contract Negotiator ≤\$250,000 • Contracting Officer >\$250,000 to \$500,000 • CFO >\$500,000 to \$2,499,999 • Deputy Director ≥\$2,500,000.00 • SRS (if appropriate) • VC Research (if country of concern) 	
24.2 Sub-agreements/Sub-recipient/Sub-grant/Sub-contract agreements for sponsored research and ancillary services (where member is the prime contractor signing the agreement with a subcontractor; or member is a subcontractor signing the agreement with a lower-tier subcontractor).	<ul style="list-style-type: none"> • PI • Division Head • Contracting Officer • RC (if foreign) • SRS (if appropriate) • RSO (if country of concern) 	<ul style="list-style-type: none"> • COO Amendments • Sr Contract Negotiator ≤\$250,000 • Contracting Officer >\$250,000 to \$500,000 • CFO >\$500,000 to \$2,499,999 • Deputy Director ≥\$2,500,000.00 • SRS (if appropriate) • VC Research (if country of concern) 	
24.3 Proposal Submissions	<ul style="list-style-type: none"> • PI • Division Head • Contracting Officer • RC (if foreign) • SRS (if appropriate) • RSO (if country of concern) 	<ul style="list-style-type: none"> • Contracting Officer ≤\$500,000 • CFO >\$500,000 to \$2,499,999 • Deputy Director ≥\$2,500,000.00 • SRS (if appropriate) • VC Research (if country of concern) 	
24.4 Teaming Agreements	<ul style="list-style-type: none"> • PI • Division Head • RC (if foreign) • RSO (if country of concern) 	<ul style="list-style-type: none"> • Sr Contract Negotiator • Contracting Officer • VC Research (if country of concern) 	
24.5 Non-disclosure/Confidentiality Agreements (involving potential research collaboration)	<ul style="list-style-type: none"> • PI • Division Head • RC (if foreign) • RSO (if country of concern) 	<ul style="list-style-type: none"> • Sr Contract Negotiator • Contracting Officer • COO • VC Research (if country of concern) 	
24.6 Material Transfer or Evaluation Agreements (Not through TI)	<ul style="list-style-type: none"> • PI 	<ul style="list-style-type: none"> • Sr Contract Negotiator 	

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	<ul style="list-style-type: none"> • Division Head • RC (if foreign) • RSO (if country of concern) • 	<ul style="list-style-type: none"> • Contracting Officer • COO • VC Research (if country of concern) 	
24.7 Testing/Analytical Agreements	<ul style="list-style-type: none"> • PI • Division Head • RC (if foreign) • RSO (if country of concern) 	<ul style="list-style-type: none"> • Sr Contract Negotiator • Contracting Officer • VC Research (if country of concern) 	
24.8 Misc. Research Agreements and agreements ancillary to research agreements (e.g., <i>Vessel Time Charter Agreements</i>)	<ul style="list-style-type: none"> • PI • Division Head • Contracting Officer • RC (if foreign) • SRS (if appropriate) • RSO (if country of concern) 	<ul style="list-style-type: none"> • Sr Contract Negotiator • Contracting Officer ≤\$500,000.00 • CFO >\$500,000 to \$999,999 • Deputy Director ≥\$1,000,000.00 • SRS (if appropriate) • VC Research (if country of concern) 	
25. REVENUE GENERATING AGREEMENTS			
25.1 Revenue Generating	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
25.2 RELLIS Campus Revenue Generating	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
26. SALES AGREEMENTS (TAMUS providing goods or services)			
26.1 Consultant/Professional Service Agreements (non-statutory) TAMUS acting as consultant or performing professional service (including testing services).	<ul style="list-style-type: none"> • PI • Division Head • Contracting Officer 	<ul style="list-style-type: none"> • Contracting Officer 	<ul style="list-style-type: none"> • Contracting Officer • CFO • Deputy Director
26.1.1 Intellectual Property Agreements (Not through TI)	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable 	<ul style="list-style-type: none"> • Not applicable
26.1.2 Analysis/Testing	<ul style="list-style-type: none"> • PI • Division Head • Contracting Officer 	<ul style="list-style-type: none"> • Contracting Officer 	<ul style="list-style-type: none"> • Contracting Officer • CFO • Deputy Director
26.2 Property Transfer Agreements (inventoried and non-inventoried items)			
26.2.1 Transfer or surplus property	<ul style="list-style-type: none"> • Division Head 	<ul style="list-style-type: none"> • Inventory & Property Control Coordinator • Asst. CFO 	<ul style="list-style-type: none"> • Inventory & Property Control Coordinator • Asst. CFO • CFO

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
Property or involving potential research collaboration)			
30.2 Miscellaneous Agreements <i>Contracts and agreements not specifically classified above or currently classified as “Not Applicable”.</i>	<ul style="list-style-type: none"> • Division Head • Contracting Officer • CFO 	<ul style="list-style-type: none"> • Deputy Director • Agency Director • CFO 	<ul style="list-style-type: none"> • Deputy Director • Agency Director • CFO
30.3 Cost Sharing Approvals	<ul style="list-style-type: none"> • PI • Division Head • Fiscal Office 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • Deputy Director • Agency Director
30.4 IDC Waivers	<ul style="list-style-type: none"> • PI • Division Head 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO • Deputy Director
30.5 IP Waivers and IP Releases	<ul style="list-style-type: none"> • PI • Division Head 	<ul style="list-style-type: none"> • CFO 	<ul style="list-style-type: none"> • CFO • Deputy Director
30.6 Hotel Contracts	<ul style="list-style-type: none"> • Division Head (if Facilities Use Addendum is signed unaltered by facility.) • Contracting Officer (If no or an altered Facilities Use Agreement is used.) 	<ul style="list-style-type: none"> • Division Head \$25,000 with standard Facility Use Addendum • Director, Procurement Services and HUB Coordinator \$25,000-\$100,000 	<ul style="list-style-type: none"> • Asst. CFO • CFO
30.7 Visiting Scientists/Scholar/Volunteer	<ul style="list-style-type: none"> • PI • Division Head • Executive Director, Human Resources and Payroll • RC (if foreign) • Contracting Officer (nonstandard terms and conditions) 	<ul style="list-style-type: none"> • Assoc Agency Director • Executive Director, Human Resources and Payroll 	<ul style="list-style-type: none"> • Assoc Agency Director • Executive Director, Human Resources and Payroll
30.8 Interim Funding	<ul style="list-style-type: none"> • PI • Division Head 	<ul style="list-style-type: none"> • Contracting Officer <\$30,000 • Asst. CFO 	<ul style="list-style-type: none"> • Asst. CFO • CFO • Deputy Director
30.9 Date Use Agreements (Incoming	<ul style="list-style-type: none"> • PI 	<ul style="list-style-type: none"> • Contracting Officer 	<ul style="list-style-type: none"> • Contracting Officer

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
	<ul style="list-style-type: none"> • Division Head • IRB • COO • IT 		