

Contract Signature Authority Policy Schedule

Delegations of Signature Authority for Contracts

The officers of the University, as set out below, have authority to sign the types of contracts specified below on behalf of the University, as follows:

- I. Contracts reviewed, approved or drafted by the Office of the General Counsel for a specific transaction; and
 - II. Standard Template Agreements prepared by or approved by the Office of the General Counsel provided there are no changes to the template (An * asterisk below indicates the availability of a Standard Template Agreement); and
 - III. Contracts reviewed and approved by the Strategic Purchasing, Contracts and Insurance; and
 - IV. Contracts reviewed and approved by the Office of Vice President for Research (except for Data Use Agreements for Centers for Medicaid and Medicare Services that are for the School of Public Health, which shall be reviewed and approved by the School of Public Health);
 - V. Contracts reviewed and approved by Computing and Information Services; And subject to the following dollar limitations (except as otherwise exempted below):
 - A. Senior Officers have signatory authority to \$1,000,000 subject to the requirement agreements in excess of \$500,000 must be countersigned by either the Provost or the Executive Vice President for Finance & Administration. Senior Officers are defined as those officers reporting to the President and those deans and vice presidents who report to the Provost and the Executive Vice President for Finance & Administration. The Assistant Vice President, Chief Procurement Officer, Office of Strategic Procurement & Contracts is considered a Senior Officer only for the purpose of signature authority and this document.
 - B. Divisional Unit Officers-defined as heads of those units which report directly to a Senior Officer and have signatory authority up to and including \$100,000. Heads of divisional units may delegate to their manager-level subordinates authority to execute agreements at amounts up to and including \$50,000.
 - C. Operational Unit Officers-defined as heads of academic and administrative departments, centers, institutes and similar units who report to one-level below the senior officer and have signatory authority to \$50,000; may sub-delegate signatory authority up to \$10,000 to their manager-level subordinates for Professional Service Agreements only.
- If a position falls into more than one category listed above, the category that provides the higher level of signature authority will apply

President						
Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
All	All contracts	President	Senior Officer			\$1,000,000
				Executive Vice President for Finance and Administration	Senior Officer	\$1,000,000
				Provost	Senior Officer	\$1,000,000

Academic							
Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap	
Academic	Academic contracts <u>not</u> involving the purchases of goods/services (Examples: Academic exchanges, internships, academic cooperation agreements, academic placements, academic matriculation)	Provost	Senior Officer			\$1,000,000	
				Deputy Provost(s)	Senior Officer	\$1,000,000	
				Dean(s)	Senior Officer	\$1,000,000	
				Associate Dean(s) reporting to Dean(s) reporting to the Provost	Divisional Unit Officer	\$100,000	
	Collaborative research, academic, and other education activities with foreign institution/agency or for study abroad programs	Provost	Senior Officer				\$1,000,000
				Deputy Provost for Strategic Initiatives	Senior Officer		\$1,000,000
				Assistant Provost for Global Engagement	Senior Officer		\$1,000,000
	Consortium, publications, copyright permissions	Provost	Senior Officer				\$1,000,000
				University Librarian	Senior Officer		\$1,000,000
	Immigration documents	Provost	Senior Officer				\$1,000,000
				Deputy Provost for Strategic Initiatives	Senior Officer		\$1,000,000
				Assistant Provost for Global Engagement	Senior Officer		\$1,000,000
				Director, the Office of International Student and Scholar Services	Divisional Unit Officer		\$100,000
	Contracts with respect to all matters falling within the administrative academic responsibilities, additionally contracts including those for the College, Graduate School, School of Engineering, Warren Alpert School of Medicine, School of Professional Studies, School of Public Health	Provost	Senior Officer				\$1,000,000
				Deputy Provost(s)	Senior Officer		\$1,000,000
				Dean(s)	Senior Officer		\$1,000,000
				Associate Dean(s) reporting to Dean(s) reporting to the Provost	Divisional Unit Officer		\$100,000

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Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Contracts for Summer Programs and Camps	Dean, Pre-College and Summer Undergraduate Programs	Senior Officer			\$1,000,000
				Associate Dean(s) reporting to Dean, Pre-College and Summer Undergraduate Programs	Divisional Unit Officer	\$100,000

Advancement

Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
Advancement	Acceptance of Gifts – authorized to accept any gift under the terms imposed by the donor or testator provided that the gift is found to contribute to the approved purposes of the University.	Senior Vice President, Advancement	Senior Officer			\$1,000,000
				Vice President of Advancement Services and Development Support	Divisional Unit Officer	\$100,000
	Releases, receipts and other documents required to be signed on behalf of the University in order to settle an estate or terminate a trust.	Senior Vice President, Advancement	Senior Officer			\$1,000,000
				Vice President of Advancement Services and Development Support	Divisional Unit Officer	\$100,000
	Acceptance of Gifts – unusual/non-monetary gifts	Senior Vice President, Advancement (with vote of approval by the Corporation)	Senior Officer			\$1,000,000
				Vice President of Advancement Services and Development Support	Divisional Unit Officer	\$100,000
Gift Agreements* up to \$10 Million	Provost (with vote of approval by the Corporation)	Senior Officer			\$1,000,000	
			Senior Vice President, Advancement	Senior Officer	\$1,000,000	
Gift Agreements* \$10 Million or greater	President (with vote of approval by the Corporation)	Senior Officer			\$1,000,000	

Athletics

Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
Athletics	Contracts regarding athletic contests*, including agreements for hotel rooms and transportation services used by Brown's varsity sports teams, and agreements regarding media, ticket sales, and concessions*	Vice President for Athletics and Recreation	Senior Officer			\$1,000,000
				Deputy Athletics Director for Financial & External Relations	Divisional Unit Officer	\$50,000
	Non-conference game contracts	Vice President for Athletics and Recreation	Senior Officer			\$1,000,000
				Deputy Athletics Director for Intercollegiate Programs	Divisional Unit Officer	\$50,000
	Head Coaches agreements*	Vice President for Athletics and Recreation	Senior Officer			\$1,000,000
	Assistant Coaches agreements*	Vice President for Athletics and Recreation	Senior Officer			\$1,000,000
				Deputy Athletics Director for Financial & External Relations	Divisional Unit Officer	\$50,000
	Recreation program-agreements, including agreements for club and intramural sports and the Nelson Fitness Center	Vice President for Athletics and Recreation	Senior Officer			\$1,000,000
				Deputy Athletics Director for Financial & External Relations	Divisional Unit Officer	\$50,000
	Athletic Facility Use Agreements*	Vice President for Athletics and Recreation	Senior Officer			\$1,000,000
				Deputy Athletics Director for Intercollegiate Programs	Divisional Unit Officer	\$50,000
				Deputy Athletics Director for Financial & External Relations	Divisional Unit Officer	\$50,000
				Senior Associate Athletics Director for Facilities/Operations	Operational Unit Officer	\$25,000

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Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Other Athletics Vendor Agreements	Vice President for Athletics and Recreation	Senior Officer			\$1,000,000
				Deputy Athletics Director for Financial & External Relations	Divisional Unit Officer	\$50,000
				Associate Athletics Director for Business Operations	Operational Unit Officer	\$25,000

General

Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap	
General	University Contracts* for the purchase of goods/services	Any Senior Officer	Senior Officer			\$1,000,000	
				Director, Strategic Sourcing	Divisional Unit Officer	\$100,000	
				Associate Director, Insurance	Divisional Unit Officer	\$100,000	
				Divisional Unit Officers	Divisional Unit Officer	\$100,000	
				Operational Unit Officers	Operational Unit Officer	\$50,000	
	Sponsorship Agreements	Executive Vice President for Finance and Administration	Senior Officer				\$1,000,000
		Provost	Senior Officer				
	Contracts for the construction, renovation and repair of buildings and equipment, Design Service, construction management, and construction contracts addendum	Executive Vice President for Finance and Administration	Senior Officer				\$1,000,000
					Vice President for Facilities	Senior Officer	\$1,000,000
					Assistant Vice President for Facilities	Divisional Unit Officer	\$100,000
					Vice President for Finance, Chief Financial Officer	Senior Officer	\$1,000,000
	Benefit vendor contracts for voluntary insurance benefit plans, including administrative services agreements and business associate agreements	Executive Vice President for Finance and Administration	Senior Officer				\$1,000,000
					Vice President for Human Resources	Senior Officer	\$1,000,000
					Sr. Manager, Finance & Work/Life Programs	Operational Unit Officer	\$50,000
					Director of Benefits	Operational Unit Officer	\$50,000
	Insurance agreements, applications and proof of loss forms	Executive Vice President for Finance and Administration	Senior Officer				\$1,000,000
					Senior Director, Insurance	Senior Officer	\$1,000,000
	Facility Use Agreements* includes hotel agreements managed by Brown's Event and Conference Service	Vice President for Facilities Management	Senior Officer				\$1,000,000
		Director, University Events and Conference Services	Divisional Unit Officer				\$100,000
					Associate Director, University Events and Conference Services	Operational Unit Officer	\$50,000
	Summer Conference Housing Contracts*	Director, University Events and Conference Services	Divisional Unit Officer				\$100,000
					Associate Dean	Divisional Unit Officer	\$100,000
					Associate Director	Operational Unit Officer	\$50,000

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Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Outdoor Education Classes Agreements for BOLT*	Vice President for Campus Life and Student Services	Divisional Unit Officer			\$100,000
				Director, Student Activities	Operational Unit Officer	\$50,000
				Associate Director for Leadership Development, Student Activities Office	Operational Unit Officer	\$50,000
	Performing Artists, Artists, and Guest Speaker Agreements*	Senior Officers	Senior Officer			\$1,000,000
				Divisional Unit Officers	Divisional Unit Officer	\$100,000
				Director, Student Activities Operational Unit Officers	Operational Unit Officer	\$50,000
	Energy vendors for wholesale and retail energy commodities transactions to get competitive pricing	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
				Vice President, Facilities Management	Senior Officer	\$1,000,000
	Contracts for Professional Services Agreements (PSAs) (consultants, guest speakers, independent contractors) within their areas of responsibilities with individuals, institutions and other organizations, except as otherwise specifically mentioned in other areas *	Senior Officers	Senior Officer			\$1,000,000
				Divisional Unit Officers	Divisional Unit Officer	\$100,000
				Operational Unit Officers	Operational Unit Officer	\$50,000
	Content Development Agreements * including writers, designers and video producers	Divisional Unit Officers	Divisional Unit Officer			\$100,000
				Operational Unit Officers	Operational Unit Officer	\$50,000
	Contracts for web content, technology development, web hosting, and software licensing	Vice President for Communications	Senior Officer			\$1,000,000
				Vice President for Computing and Information Services	Senior Officer	\$1,000,000
Associate Vice President for Marketing Communications				Divisional Unit Officer	\$100,000	
Deputy Chief Information Officer				Divisional Unit Officer	\$100,000	
Educational Collaboration/Service Agreements	Divisional Unit Officers	Divisional Unit Officer			\$50,000	
General Contracts not otherwise described in this section	Senior Officers	Senior Officer			\$1,000,000	
			Divisional Unit Officers	Divisional Unit Officer	\$100,000	
			Operational Unit Officers	Operational Unit Officer	\$50,000	

Employment

Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
Employment	Faculty Members: Appointment letters,* promotion letters*	Provost	Senior Officer			-
		Dean of Faculty	Senior Officer			-
		Dean of Medicine and Biological Sciences	Senior Officer			-
		Dean of Public Health	Senior Officer			-
		Dean of School of Professional Studies	Senior Officer			-
		Dean of Engineering	Senior Officer			-
	Direct Reports to the President: Appointment letters*	President	Senior Officer			-
	Non-Faculty Employees: Appointment letters*, other than direct reports to the President	Hiring Official				-

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Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Settlement agreements involving non-faculty Employees where no money and no litigation is involved	Vice President for Human Resources	Senior Officer			-
				Assistant Vice President for HR Operations	Divisional Unit Officer	-
				Director of Benefits	Operational Unit Officer	-
	Settlement agreements involving Faculty where no money and no litigation is involved	Provost	Senior Officer			-
		Dean of Faculty	Senior Officer			-
		Dean of Medicine and Biological Sciences	Senior Officer			-
		Dean of Public Health	Senior Officer			-
Dean of School of Professional Studies		Senior Officer			-	
	Dean of Engineering	Senior Officer			-	
Settlement agreements not covered (see legal section)	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000	

Finance, Banking, Audit and Investment Matters

Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Mergers, acquisitions, sale and encumbrance of interests in businesses, companies (holding or operative), subsidiaries, partnerships or brands. ; Strategic Business agreements such as co-operation, syndicate, joint venture or similar transactions (including binding Letters of Intent or Memoranda of Understanding). Agreements involving the payment or receipt of new or additional capital investment.	President	Senior Officer			\$1,000,000
	Confidentiality agreements and non-disclosure agreements (relating to transactions described above)	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
		Chief Executive Officer of the Investment Office	Senior Officer			\$1,000,000
		Vice President and Chief Investment Officer	Senior Officer			\$1,000,000
				Head of Operations for Investments	Divisional Unit Officer	\$100,000
	Various Instruments – Guarantees, promissory notes and acceptances, proxies and powers of attorney to vote upon shares of stock, bonds, and other papers required in legal proceedings, whether the property to which such instruments relate is the property of the University or is held by the University in a fiduciary capacity, shall be executed by the President, the Treasurer, or the Executive Vice President for Finance and Administration. Any of the above-mentioned instruments executed as herein required, may be delivered by any of the above named officers, whether or not he be the one executing the same.	President	Senior Officer			\$1,000,000
		Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
		Chief Executive Officer of the Investment Office	Senior Officer			\$1,000,000
		Vice President for Finance, Chief Financial Officer	Senior Officer			\$1,000,000
		Vice President and Chief Investment Officer	Senior Officer			\$1,000,000
				Head of Operations for Investments	Divisional Unit Officer	\$100,000
	Agreements related to the investment, sale, exchange or reinvestment of the funds and securities of the University and the opening of financial accounts required for such activities.	Chief Executive Officer of the Investment Office	Senior Officer			\$1,000,000
		Vice President and Chief Investment Officer	Senior Officer			\$1,000,000
				Head of Operations for Investments	Divisional Unit Officer	\$100,000
	Execute contracts with respect to all matters falling within the administrative responsibilities of his/her office	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
		Chief Executive Officer of the Investment Office	Senior Officer			\$1,000,000
		Vice President and Chief Investment Officer	Senior Officer			\$1,000,000
				Head of Operations for Investments	Divisional Unit Officer	\$100,000

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Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
Finance, Banking, Audit and Investment Matters	Employee Loan Program	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
				Assistant Vice President Business & Financial Services	Senior Officer	\$1,000,000
				Director of University Receivables & Commerce	Divisional Unit Officer	\$100,000
				Director of Student Financial Services & University Bursar	Operational Unit Officer	\$50,000
	Ad-Hoc Loans	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
	Consulting or professional services, specifically for finance, audit and investment matters. *	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
		Chief University Auditor	Divisional Unit Officer			\$100,000
		Chief Executive Officer of the Investment Office	Senior Officer			\$1,000,000
		Vice President and Chief Investment Officer	Senior Officer			\$1,000,000
	Independent Public Accountant to audit and certify financial statements, including directly related consulting and professional services agreements	Chief University Auditor	Divisional Unit Officer			\$100,000
	Financing agreements with unaffiliated third parties (includes all financing agreements such as, but not limited to, Bonds, Credit Agreements, ISDA Agreements, Master Lease, etc.). Includes extension of existing financing agreement with changes to terms and conditions	President (countersigned by the Executive Vice President of Finance & Administration)	Senior Officer			> \$100M
		President (countersigned by the Executive Vice President of Finance & Administration or the Vice President for Finance, Chief Financial Officer)	Senior Officer			\$5M - \$100M
		Executive Vice President of Finance & Administration or the Vice President for Finance, Chief Financial Officer	Senior Officer			< \$5M
		Chief Executive Officer of the Investment Office (with respect to ISDA agreements only)	Senior Officer			< \$5M
		Vice President and Chief Investment Officer (with respect to ISDA agreements only)	Senior Officer			< \$5M
	Extension of existing financing agreement with no changes to terms and conditions	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
		Chief Executive Officer of the Investment Office	Senior Officer			\$1,000,000
		Vice President for Finance, Chief Financial Officer	Senior Officer			\$1,000,000
		Vice President and Chief Investment Officer	Senior Officer			\$1,000,000
				Head of Operations for Investments	Divisional Unit Officer	\$100,000
	Issuance or Repurchase of Securities of Brown or its Subsidiaries to/from a third party other than in accordance with any joint venture agreements, shareholder agreements or similar Agreements	President	Senior Officer			\$1,000,000
				As approved by the Board (of issuer) or as allowed by law in applicable jurisdiction		
	Cross-jurisdictional Inter-Company Service and Transfer Pricing Agreements	Vice President for Finance, Chief Financial Officer	Senior Officer			\$1,000,000
			Director of Tax and Payroll Services	Operational Unit Officer	\$50,000	

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Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap	
Legal and Corporate Compliance							
Contract Type							
Legal and Corporate Compliance	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap	
	Consulting Agreements and Engagement Letters for outside legal counsel, investigators and other services in respect to a specific matter, claim, administrative complaint or litigation	Vice President and General Counsel	Senior Officer			\$1,000,000	
				Deputy General Counsel	Divisional Unit Officer	\$100,000	
	Settlement agreements where money is involved	Brown University Corporation					>\$50M
		President	Senior Officer				\$2M-\$50M
		Executive Vice President for Finance and Administration involving non- faculty and in the case of faculty both the Executive Vice President for Finance and Administration and the Provost	Senior Officer				\$750,000 - \$2M
		Senior Officers with the concurrence of the Vice President for Finance, Chief Financial Officer	Senior Officer				<\$750,000
Worker's compensation settlements	Senior Director, Insurance	Senior Officer			\$1,000,000		
			Associate Director, Insurance	Divisional Unit Officer	\$100,000		
Medicine and Biological Sciences							
Contract Type							
Medicine and Biological Sciences	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap	
	Association agreements for the provision of clinical elective and other undergraduate, medical and graduate education programs	Dean of Medicine and Biological Sciences	Senior Officer				\$1,000,000
					Associate Dean for Academic Affairs and Associate Dean for Medical Education	Divisional Unit Officer	\$100,000
	Agreements with affiliated hospitals pertaining to undergraduate medical education, clinical research, and residency and fellowship training	Dean of Medicine and Biological Sciences	Senior Officer				\$1,000,000
					Associate Dean for Academic Affairs and Associate Dean for Medical Education	Divisional Unit Officer	\$100,000
	Affiliation agreements with hospitals and other health care, education and research facilities, with the approval of the President, and subject to the approval of the Corporation	Dean of Medicine and Biological Sciences (President may cosign affiliation agreements)	Senior Officer				\$1,000,000
	Affiliation agreements with state and local governments relative to receipt of funds for education, and other research programs with the approval of the President	Dean of Medicine and Biological Sciences	Senior Officer				\$1,000,000
				Executive Dean for Administration	Divisional Unit Officer	\$100,000	
Facilities Use Agreements for laboratories and other research spaces under the control of the Division of Biology and Medicine*	Executive Dean for Administration	Divisional Unit Officer				\$100,000	

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Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
Public Safety						
Contract Type						
Public Safety	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Mutual aid agreements with other law enforcement agencies *	Executive Vice President for Planning and Policy	Senior Officer			\$1,000,000
				Executive Director and Chief of Public Safety	Senior Officer	\$1,000,000
	Contracts for off-duty officers, security company *	Executive Vice President for Planning and Policy	Senior Officer			\$1,000,000
Executive Director and Chief of Public Safety				Senior Officer	\$1,000,000	
Brown's Trademarks						
Contract Type						
Brown's Trademarks	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Operation of the University's Trademark Licensing Program (Registering with the U.S. Patent and Trademark Office, entering into a contract with an agent for the licensing of Brown University marks, symbols, and agreements granting permission to use the University's names, logos, and other trademarks, etc.)	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
				Vice President for Communications	Senior Officer	\$1,000,000
			Assistant Vice President of Business and Financial Services	Senior Officer		
Director of Athletics and Recreation					Divisional Unit Officer	\$100,000
Real Estate						
Contract Type						
Real Estate	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Authorized to approve purchases and sales of real property in amounts up to \$1,000,000, after advice and consultation with the Real Estate and Development Subcommittee of the Committee on Facilities and Campus Planning. Any purchase or sale in excess of \$1,000,000 must be approved by the Corporation.	Brown University Corporation	President			> \$1,000,000
				Executive Vice President for Finance and Administration	Senior Officer	< \$1,000,000
					Senior Officer	< \$1,000,000
	Execute Various Instruments – authorized to execute deeds, mortgages, bills of sale, purchase and sale agreements, leases and assignments of leases of real or personal estate, releases and discharges of mortgages, guarantees, promissory notes and acceptances, proxies and power of attorney.	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
				Vice President for Real Estate and Strategic Initiatives	Senior Officer	\$1,000,000
	Lease Agreement – Annual Rent (< \$350,000 and < 10 years)	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
Vice President for Real Estate and Strategic Initiatives				Senior Officer	\$1,000,000	

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Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Lease Agreement – Annual Rent (any amount)	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
	Lease Agreement – Annual Rent (for all University commercial rental properties)	Executive Vice President for Finance and Administration	Senior Officer			\$1,000,000
				Vice President for Real Estate and Strategic Initiatives	Senior Officer	\$1,000,000
	Lease Agreement – Annual Rent (for all University student rental properties)	Vice President for Real Estate and Strategic Initiatives	Senior Officer			\$1,000,000
				Director, Auxiliary Housing	Divisional Unit Officer	\$100,000
Lease Agreement (Authorized to execute lease agreements outside the U.S.)	Director, International Programs (with the concurrence of the Vice President for Real Estate and Strategic Initiatives)	Divisional Unit Officer / concurrence of Senior Officer			\$100,000	

Sponsored Projects

Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
Sponsored Projects	Proposals and applications to the United States Government, non-U.S. governments, U.S. state/local governments, and associated government and other agencies relating to support for research, instruction, or other sponsored activity (in any amount, without need for co-signature; monthly notification to the Provost of awards over \$1 million)	Vice President for Research	Senior Officer			-
				Associate Vice President for Research	Divisional Unit Officer	-
				Director, Office of Sponsored Projects	Operational Unit Officer	-
				Associate Director(s), Office of Sponsored Projects	Operational Unit Officer	-
				Assistant Director(s), Office of Sponsored Projects	Operational Unit Officer	-
				Director, BioMed Research Administration (as jointly agreed with the Office of Sponsored Projects or Office of Vice President for Research)		
				Associate Director(s), BioMed Research Administration (as jointly agreed with the Office of Sponsored Projects or Office of Vice President for Research)		
				Senior Grant and Contract Administrators, Office of Sponsored Projects		< \$500,000
	Contracts, grants, and other agreements with the United States Government, non-U.S. governments, U.S. state/local governments, and associated government and other agencies relating to support for research, instruction, or other sponsored activity, including subcontracts and subawards with entities with the aforementioned contracts, grants, and other agreements (in any amount, without need for co-signature; monthly notification to the Provost of awards over \$1 million)	Vice President for Research	Senior Officer			-
				Associate Vice President for Research	Divisional Unit Officer	-
				Director, Office of Sponsored Projects	Operational Unit Officer	-
				Associate Director(s), Office of Sponsored Projects	Operational Unit Officer	-
				Assistant Director(s), Office of Sponsored Projects	Operational Unit Officer	-
				Senior Grant and Contract Administrators, Office of Sponsored Projects		

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Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
Research, Industry Engagement						
Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
Research, Industry Engagement	Non-Disclosure Agreements*, Confidentiality Disclosure Agreements*, and other similar agreements regarding confidential, proprietary, or sensitive information; Material Transfer Agreements*	Vice President for Research	Senior Officer			-
				Associate Vice President for Research	Divisional Unit Officer	-
				Executive Director, Brown Technology Innovations	Divisional Unit Officer	-
				Director, Office of Research Integrity	Operational Unit Officer	-
				Director, Office of Sponsored Projects	Operational Unit Officer	-
				Associate Director(s), Office of Sponsored Projects	Operational Unit Officer	-
				Assistant Director(s), Office of Sponsored Projects	Operational Unit Officer	-
				Directors, Brown Technology Innovations	Operational Unit Officer	-
		Senior Grant and Contract Administrators, Office of Sponsored Projects		< \$500,000		
	Industry-sponsored programs and projects (in any amount, without need for co-signature; monthly notification to the Provost of awards over \$1 million)	Vice President for Research	Senior Officer			-
				Associate Vice President for Research	Divisional Unit Officer	-
				Executive Director, Brown Technology Innovations	Divisional Unit Officer	-
				Director of Research Agreements and Contracting	Divisional Unit Officer	-
	Collaboration, research, or other similar agreements with industry for which funding is not provided	Vice President for Research	Senior Officer			-
				Associate Vice President for Research	Divisional Unit Officer	-
Executive Director, Brown Technology Innovations				Divisional Unit Officer	-	
Director, Office of Sponsored Projects				Operational Unit Officer	-	
Associate Director(s), Office of Sponsored Projects				Operational Unit Officer	-	
Assistant Director(s), Office of Sponsored Projects				Operational Unit Officer	-	
				Senior Grant and Contract Administrators, Office of Sponsored Projects		-
Operation of the University's technology transfer program, other than non-disclosure, confidentiality disclosure, and material transfer agreements (e.g., licenses, options, agreements regarding intellectual property, etc.)	Vice President for Research	Senior Officer			\$1,000,000	
			Associate Vice President for Research	Divisional Unit Officer	\$100,000	
			Executive Director, Brown Technology Innovations	Divisional Unit Officer	\$100,000	
Data use agreements and other similar data sharing agreements, except for those with the School of Public Health for the benefit of the Centers for Medicare and Medicaid Services	Vice President for Research	Senior Officer			\$1,000,000	
			Associate Vice President for Research	Divisional Unit Officer	\$100,000	
			Director, Office of Sponsored Projects	Operational Unit Officer	\$50,000	
			Research Agreement Manager, Office of Research Integrity	Operational Unit Officer	\$50,000	
Data use agreements and other similar data sharing agreements with the School of Public Health for the benefit of the Centers for Medicare and Medicaid Services	Dean, School of Public Health	Senior Officer			\$1,000,000	
			Associate Dean of Public Health for Administration and Finance	Divisional Unit Officer	\$100,000	

Contract Signature Authority Policy Schedule

Contract Type	Contract Description	Primary Delegated Officer Title	Primary Delegated Officer Type	Sub-Delegated Officer Title	Sub-Delegated Officer Type	Contract Value Cap
	Facilities use agreements for and other agreements regarding the use of equipment, materials, laboratories, and research-related spaces under the control of academic departments other than the Division of Biology and Medicine	Divisional Unit Officers	Divisional Unit Officer			\$100,000
		Operational Unit Officers	Operational Unit Officer			\$50,000
	Contracts and agreements related to research, including, but not limited to, multi-project agreements, master research and collaboration agreements, multi-party agreements, external facilities use agreements, external equipment use agreements, and research relationships with government and non-government entities	Vice President for Research	Senior Officer			-
		Associate Vice President for Research	Divisional Unit Officer			-
						-
	Data Use Agreements, Material Transfer Agreements, agreements related to the performance of specific research projects that do not involve the transfer of money and that are not otherwise managed by the Office of Sponsored Projects, and any agreements related to the performance of specific research projects that the Vice President for Research determines are not routinely handled by the Office of Sponsored Projects or Brown Technology Innovations.	Director of Research Agreements and Contracting	Operational Unit Officer [?]			
	Export control-related agreements, including export control license requests and associated documents; export control end user agreements and statements; technology control plans, export control monitoring plans, and other export control compliance related attestation documents; and electronic export information filings. These agreements are not financial in nature, and no dollar limitation is applicable.	Vice President for Research	Senior Officer			
		Associate Vice President for Research	Divisional Unit Officer			
		Export Control Officer	Divisional Unit Officer			
				Senior Director of the Office of Research Integrity	Operational Unit Officer	
				Assistant Director of Export Controls	Operational Unit Officer	