

February 13, 2017

Derek Brown  
Coordinator  
Office of Research Support and Operations  
Johnson Hall 149  
Pullman, WA 99164-6414

Dear Mr. Brown:

Pursuant to RCW 28B.10.528, and the authority conferred on me by the WSU Board of Regents, I delegate to you the authority to administer and execute the following contracts on behalf of Washington State University that are related to your duties as the Coordinator for the Office of Research Support and Operations, provided that all University policies and procedures and applicable laws in effect at the time of signature have been followed, and that you have completed all training required by the Contracts Office, Purchasing Services, and the Washington Department of Enterprise Services:

The negotiation, execution and administration of sponsored project proposals, sponsored project agreements, including but not limited to, grants, contracts, and cooperative agreement awards for research development, service, and training; subcontracts, including those initiated from non-sponsored funding; material transfer agreements; confidentiality agreements; patent and invention reports; budget revisions and no-cost time extensions subsequent to initial award; fellowship activation notices; gifts and bequests; and various assurances and certifications, including those for export licenses, authorizations and reporting, where the total costs to the University are estimated to be less than \$500,000.

Any agreement for goods or services exceeding the statutory "Direct Buy Limit" (currently \$10,000 but subject to change) must be competitively awarded or sole source justified through Purchasing Services.

This delegation of authority includes the obligation to manage and administer the contracts in accordance with the terms therein and to seek guidance on any particularly sensitive or difficult cases as appropriate, depending on the circumstances. This delegation of authority is effective immediately and will remain in effect as long as you hold the responsibilities associated with the Coordinator for the Office of Research Support and Operations, or until revoked by me. By exercising this authority you acknowledge that you have attended the

required training and understand the scope and limitations of your delegation. I know you will use sound judgment in the execution of these responsibilities.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kirk H. Schulz', written in a cursive style.

Kirk H. Schulz  
President

cc: Attorney General's Office  
Finance and Administration  
Purchasing Services