

March 31, 2023

Kat Odell
Manager, CAHNRS Operations
College of Agricultural, Human, and Natural Resource Sciences
Washington State University
Hulbert 305C
Pullman, WA 99164-6234

Dear Ms. Odell:

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 negotiate, execute, and administer the following contracts on behalf of Washington State University that are related to your duties as the CAHNRS Business Center Manager for the College of Agricultural, Human, and Natural Resource Science:

- Reporting instruments with USDA agencies, such as the Farm Services Agency (FSA) and the Conservation Reserve Program (CRP).

The following conditions and limitations apply to this delegation:

- You are not authorized to execute contracts not specified above. By way of example and not limitation, you are not authorized to execute contracts that involve an interest in real property; non-template contracts; interagency agreements; or contracts for personal services, client services, or professional services.
- You may not exercise this contracting authority unless you have attended all training required by the University and the Washington Department of Enterprise Services, including periodic refresher trainings.
- You must follow all University policies and procedures and applicable laws pertinent to the exercise of this contracting authority
- You are required to seek guidance on any particularly sensitive or difficult matters as appropriate.
- This delegation of authority includes the obligation to manage the contracts in accordance with the terms therein after execution.
- This delegation will remain in effect until the earlier of (a) your transition from the position specified above, or (b) my revocation of this delegated authority.



This delegation of authority is effective immediately. By exercising this authority, you acknowledge that you understand the scope, limitations, and conditions 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".

Kirk H. Schulz
President

cc: Attorney General's Office
Finance and Administration
Procurement & Contract Services