

THE UNIVERSITY OF ALABAMA
Contract and Grant Signature Authorization Delegation Form

TO: Contract & Grant Accounting
FROM:
DATE:
RE: Signature Authorization for

I, _____, as principal investigator, hereby gives signature authorization for as stipulated below and in compliance with the University's Signature Authority Policies and Procedures for Grants and Contracts:

Grant: _____ Fund: _____
Budget Changes
Purchase Orders
Expenditure Authorization (travel vouchers, MDV's, p-card, DTA's)

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PI Signature

I understand that signature authority has been granted to me as indicated above and agree to follow the University's Signature Authority Policies and Procedures for Grants and Contracts:

Signature of Authorized Individual

Both the PI and the signing Authorized Individual are responsible for ensuring expenditures are allowable, allocable (i.e. beneficial to the grant/contract) and otherwise compliant with University policies, Uniform Guidance found at 2 CFR 200, OMB circulars, sponsor policies and award terms and conditions. Approval/signature authority cannot be delegated for effort reports, PAs, subcontract payments or progress reports. While it is acceptable and practical for the PI to have assistance in financial management, standards for delegation of signature authority to acquire goods and/or services purchased on sponsored project funds must ensure that the PI maintains oversight and only appropriate expenditures are approved. For any questions please refer to the Signature Authority Policy on our website at http://ovpred.ua.edu/files/2016/10/Sign_Auth_PP062916.pdf.