

FI0420 Appendix D: Contract Signature Authority Request Form

To: David Miller, CFO
From: Deborah Crawford, Vice Chancellor for Research
Date: 4/14/2023

RE: Signature authority request for Research Contract and Award Documents

Question 1: Name of the person who will have contract signature authority if this request is approved by the CFO:

Name: Dr. John Schmisser

Title: Associate Dean and Executive Director of UTSI

Question 2: State the types of contracts for which the person may sign if the CFO approves this request:

Contracts and associated documents for sponsored projects by external sponsors upon completed terms and conditions review by the UTSI Grant and Contracts Office:

- Contracts accepting UTSI's obligation to perform a sponsored project (funded and nonfunded)
- Material Transfer Agreements
- Teaming agreements with external organizations to pursue external funding opportunities
- Non-disclosure Agreements/Confidentiality Disclosure Agreements

Note: Contract signature authority granted by this memo (if approved) expires immediately if the UT employee named in this memo changes positions within UT, or when their employment ends, whichever is earlier.

CBO approval: 

CFO approval: 

CC:
Tammie Cole
Blake Reagan