



Tuesday Tips is a new outreach effort by OGCA. The idea behind *Tuesday Tips* is to convey tips, tricks and other helpful information around the area of research administration. Our goal is to post on (almost every) Tuesdays. If there is something you would like to see covered on *Tuesday Tips*, email: UAF-GCReATE@alaska.edu. For more *Tips* visit [OGCA website](#).

Who Is an Authorized Representative?

Only an authorized representative can sign certain documents on behalf of the University. Grants and contracts are submitted and negotiated in the University's name; only those persons authorized to sign grants and contracts can provide a legal binding signature. Individual faculty and staff are not authorized to provide these signatures.

Approved Delegations of Authority to sign grants, contracts, and cooperative agreements for the University (this is who would sign your grant proposal submission, grant contract/agreement, and contracts with external sponsors):

<https://www.uaf.edu/ogca/resources/boilerplate/index.php>