

Signature Authority

for Sponsored Projects

Power of the Pen

What is signature authority?

Signature authority is the permission to execute transactions up to limits established by relevant University policies and written permission to execute documents on behalf of the Regents of the University of Colorado.



Who can sign?

For my sponsored projects

The Office of Contracts and Grants (OCG) is the Authorized Official Representative with the delegation of signature authority for all sponsored projects, including:

- proposals submitted
- research agreements
- outgoing subcontracts
- services agreements
- non-disclosure agreements
- material transfer agreements
- other unfunded agreements

Researchers, faculty, and department staff **cannot** sign agreements, proposals or subcontracts.



Wait... Don't Sign

Contact OCG

Anyone who signs an agreement without authority to do so may be personally liable.

OCG is here to help. Find the name, phone number and email of your Proposal Analyst and Grant and Contract Officers in the Directory on our website at:

www.colorado.edu/ocg

Resources

For questions or concerns

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