

December 4, 2023

Katie Stores
Associate Vice President for Finance, Operations, & Research Administration
West Virginia University

Re: Delegation of Authority

Dear Katie:

As President of West Virginia University and pursuant to West Virginia University Board of Governors Finance and Administration Rule 5.1 – *Authorizations and Delegations of Authority for Financial and Administrative Matters*, I hereby delegate to you in your capacity as the Associate Vice President for Finance, Operations, and Research Administration the authority to approve and sign documents related to or arising in the course of the day-to-day business operations and management of the Office of Sponsored Programs; such documents include proposals, awards, grants, contracts, cooperative agreements, cooperative research and development agreements (CRADAs), compliance certifications, sub-awards, data rights agreements, teaming agreements, data use agreements, data management plans, project management plans, nondisclosure agreements (NDAs), confidentiality agreements, material transfer agreements, reports and certifications submitted to governmental entities and other funding entities, powers of attorney documents, international and domestic patent documents, documents related to industry partnerships, and any modifications to the foregoing.

Furthermore, you may sub-delegate the authority authorized herein. You are required to comply with all WVU BOG Rules and policies, including BOG Governance Rule 1.4 – *Ethics, Conflicts of Interest, and Outside Consulting Arrangements* and are responsible for disclosing any potential conflicts of interest. Furthermore, all agreements must be routed to the appropriate administrative units in advance of signing, including but not limited to, Procurement, Contracting, and Payment Services; General Counsel's Office; Office of Technology Transfer; Information Technology Services; and/or Finance, if applicable.

In the exercise of the authority outlined above, you shall provide professional, executive, supervisory and general administrative services, as appropriate, and provide regular updates to me or my successor. This delegation shall remain in effect for successors to your role. This delegation supersedes and replaces all prior delegations and shall continue to remain in full effect until such time as it is revoked or replaced, in writing, by me or my successor.

Cordially,



E. Gordon Gee
President

cc: General Counsel