



VICE PRESIDENT AND CHIEF FINANCIAL OFFICER

December 1, 2023

Gary G. Furbee, II
Deputy General Counsel & Executive Director of Real Estate Operations
West Virginia University

Re: Sub-Delegation of Authority

Dear Gary:

Pursuant to the Delegation of Authority signed and dated December 1, 2023, by E. Gordon Gee, President of West Virginia University ("Original Delegation"), I hereby sub-delegate to you, as the Executive Director of Real Estate Operations, the authority to act on behalf of the University to approve and sign documents related to and/or necessary to carry out the leasing and operational functions of all University residential premises, including the University Apartments, and all non-monetary agreements and documents related to real property, including but not limited to, rights of entry and routine closing documents. This delegation does not include authority to sign documents related to the University's residence halls. The authority sub-delegated herein may be further sub-delegated by you to other responsible University employees.

Notwithstanding the foregoing, any and all documents signed in reliance of this written delegation shall be reviewed and approved by the General Counsel or designee in advance of signing. Additionally, you are required to comply with all West Virginia University Board of Governors ("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; Information Technology Services; Finance and/or the Office of Sponsored Programs, if applicable. For avoidance of doubt, all contracts related to the purchase of goods or services must be signed by an official from Procurement, Contracting, and Payment Services, unless otherwise approved by the General Counsel's Office.

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 sub-delegation shall remain in effect for successors to your role. This sub-delegation supersedes and replaces all prior delegations and shall continue until such time as the President of West Virginia University, I, or my successors, deem this sub-delegation revoked and notify you of such revocation in writing.

Sincerely,

A handwritten signature in blue ink that reads 'Paula Congelio'.

Paula Congelio
Vice President and Chief Financial Officer

cc: General Counsel
President E. Gordon Gee