




FLORIDA ATLANTIC UNIVERSITY

Office of the President

MEMORANDUM

TO: Heather Saunders, Director, Research Accounting
Division of Research

FROM: John Kelly, President 

SUBJECT: Signature Authority for Financial Documents on Sponsored Awards

DATE: March 17, 2021

Pursuant to section 1001.74, Florida Statutes, Florida Atlantic University Regulations 6.002 and 6.003 and Florida Atlantic University Board of Trustees Board Operating Policies and procedures section 4.6, I hereby extend signature authority to you for financial documents on sponsored awards, such as, Financial Reports, Invoices, Final Reports (DD882), Property Reports, Close-out forms and De-obligations that are prepared and submitted by the Research Accounting office in the Division of Research.

You shall have this authority as long as you maintain your employment with Florida Atlantic University as Director of Research Accounting. I expect you to exercise this authority in consultation with and under the supervision of the Vice President of Research, or in the absence of a person filling that position, in consultation with me.

This signature authority is to commence on the date noted above and shall supersede all prior delegations of such authority.

Cc: D. Flynn, Vice President for Research
D. Kian, Vice President for Legal Affairs & General Counsel
Lynn Asseff, Assistant VP for Research Finance
Miriam Campo, Assistant VP for Research, Sponsored Programs