

## President's Signature Grid

This grid indicates the required approval level or signature authority for various financial contracts and agreements

	Executive Vice President for Finance and Administration	Executive Vice President for Health Affairs	Provost and Executive Vice President for Academic Affairs	Senior Vice President and General Counsel	Senior Vice President for Campus Life	Senior Vice President for Development and University Relations	Vice President and Deputy to the President	Vice President and Secretary of the University
Contracts at or below \$250,000				X	X	X		
Contracts at or above \$250,000								
Agreements, other than grants and contracts, at or below \$250,000				X	X	X	X	X
Agreements, other than grants and contracts, at or above \$250,000					X <sup>note 3</sup>		note 2	note 2
Gift agreements (excluding those for real estate or other property) at or below \$100,000						X		
Gift agreements at or above \$100,000						X <sup>note 1</sup>		
Vendor contracts at or below \$250,000						X	X	
Contracts for student health or related insurance policies					X			
Personnel agreements (not to exceed \$250,000)				X	X	X		
Authorities as delineated in the Emory University Bylaws	X	X	X					

Note 1: Must also be co-signed by Dean or Director and appropriate Executive Vice President.

Note 2: Must be approved and signed by the President.

Note 3: Contracts above \$250,000 for summer camps and conferences, must be approved by Ways and Means prior to signature.