

OPERATIONAL DELEGATION OF AUTHORITY

Pursuant to Section II.3 of the Bylaws of the University of Notre Dame, I hereby delegate authority to commit the University and its resources, as follows:

1. Each Vice President shall have authority to sign in the name and on behalf of the University all contracts, deeds, agreements and other legal instruments within his or her functional area of responsibility up to a value of \$500,000.
2. The Provost and Executive Vice President shall each have authority to sign in the name and on behalf of the University all contracts, deeds, agreements and other legal instruments within his or her functional area of responsibility up to a value of \$5,000,000.
3. Except as otherwise provided herein, the authority to sign contracts, deeds, agreements and other legal instruments with a value in excess of \$5,000,000 is reserved to me as President of the University.
4. The authority granted in paragraphs 1 and 2 above may be further sub-delegated within the authorizing employee's functional department or area of responsibility, provided that any such sub-delegation must be in writing, signed by the authorizing individual and the recipient of the sub-delegated authority, with copies sent promptly to the Vice President and General Counsel. Sub-delegations under this provision must be reviewed in July of each year, with refreshed written authorizations sent to the Vice President and General Counsel by August 1 of each year.
5. In addition to other authority given above, the Executive Vice President is authorized to sign all documents necessary to establish or maintain bank accounts in the University's name or to handle bank funds in the name of the University, including those relating to endowment and pension investments and funds management. The Executive Vice President is further authorized to sign Corporate Certificates of Authority with respect to bank accounts established, held or maintained in the name of the University, and is further authorized to sign all federal, state and local tax returns filed by the University. The Executive Vice President is further authorized to execute all documents relating to bond transactions, loans, letters of credit, or other financial instruments necessary to facilitate the financial operations of the University. The Executive Vice President is further authorized to sign all documents relating to construction projects approved by the University's Board of Trustees, and all documents relating to the procurement of goods and services for the University. The authority delegated in this paragraph may be sub-delegated as provided in paragraph 4, above.
6. The Provost, Executive Vice President, Vice President for Finance and the Vice President and General Counsel are each authorized to sign on behalf of another Vice President whose absence from the University prevents him or her from signing a contract, deed or other legal instrument.

7. A series of related transactions shall be considered as a single transaction for purposes of determining approval and authority levels required by this Delegation of Authority.
8. Notwithstanding this Delegation of Authority, the execution of contracts, deeds, agreements and other legal documents requires review and approval by the Office of General Counsel as set forth in policies of that office.
9. The limits provided for in this Delegation of Authority apply equally to contracts, deeds, agreements and other legal documents selling, transferring or disposing of any asset of the University, as well as to the acquisition of goods or services or the commitment of resources.
10. Any authority delegated or sub-delegated pursuant to this Delegation of Authority may be revoked at any time.
11. This Delegation of Authority supersedes all previous delegations of authority in any form.

APPROVED this fifteenth day of April, 2022.



Rev. John I. Jenkins, C.S.C.
President
University of Notre Dame du Lac