March 12, 2018

DIRECTOR, CONTRACTS AND GRANTS – SCHOOL OF MEDICINE

RE: Redegulation of Authority – Solicit Certain Extramural Research, Training, and Public Service Contracts and Grants (AOR)

Presidential Delegation of Authority DA 2569 delegated certain authorities to chancellors to solicit, accept, or execute certain contracts and grants for research, scholarly or professional training, or for public service programs relating either to research or to scholarly or professional training, including the signing of related documents as necessary. In Irvine Delegation of Authority (IDA) 596 the Chancellor redelegated to my position – Vice Chancellor for Research – many of the authorities under DA 2569.

I am redelegating to the current (as of the date of this letter) Director, Contracts and Grant–School of Medicine the authority to solicit extramural research, training, and public service contracts and grants in accordance with IDA 596 as detailed below:

1. Including the authority to submit School of Medicine proposals to the National Institutes of Health (NIH) as an Authorized Organizational Representative (the individual, named by the applicant organization, who is authorized to act for the applicant and to assume the obligations imposed by the Federal laws, regulations, requirements, and conditions that apply to grant applications or grant awards) for grants or cooperative agreements up to a maximum of $6,000,000 in direct costs in any one project year.

2. The Executive Director, Sponsored Projects Administration (SPA) has assured and affirmed that you possess appropriate knowledge of all applicable University of California, Irvine (UCI), University of California (UC) and NIH policy, guidelines and procedures to act as an Authorized Organizational Representative within the redelegated authority. Therefore, you shall:
   a. Ensure that you maintain such knowledge throughout the effective period of this redelegation, including ensuring that you remain informed of all changes to UCI, UC and NIH policies, guidelines, and procedures applicable to exercising this redelegated authority, and by attending UCI, UC and external professional contract and grant-related professional development opportunities.
   b. Participate in all monthly SPA staff meetings and Quality Research Administration Meetings (QRAM), and timely inform the Executive Director, SPA if you are unable to attend, including the reason for not attending.
c. Participate in all SPA trainings relevant to this redelegated authority, and timely inform the Executive Director, SPA if you are unable to attend, including the reason for not attending, and to make arrangements to receive any missed training.

d. Follow and abide by all SPA internal procedures applicable to the review and approval of NIH proposals.

e. Contact SPA for guidance if you encounter representations, certifications, warranties, or terms and conditions with which you are not proficient.

This redelegation is expressly limited as described above.

This redelegation may be revoked at any time by the Vice Chancellor for Research. In addition, this redelegation shall be deemed immediately revoked upon separation of the incumbent as a UCI employee, or upon the effective date of a change in assigned responsibilities that results in the incumbent not being the School of Medicine Dean’s delegated proposal document approver in UCI’s Proposal Development module.

These authorities may not be further redelegated.

Pramod Khargonekar
Vice Chancellor for Research

cc: Provost and Executive Vice Chancellor
    Associate Provost and Executive Vice Chancellor
    Office of Campus Counsel
    Interim Vice Chancellor – Health Affairs
    Dean—School of Medicine
    Sr. Associate Dean, Research—School of Medicine
    Assistant Dean, Administration—School of Medicine
    Associate Vice Chancellor—Research Administration
    Assistant Vice Chancellor—Accounting and Fiscal Services
    Director—Extramural Funds Accounting
    Executive Director—Sponsored Projects
    Associate Director—Sponsored Projects
    Director—Internal Audit
    Manager—Administrative Policies
    Supervising Principal Contract and Grant Officer