

Sponsored Projects Administration

Activity/Task	Grants & Contracts	Clinical Research Finance	Post Award Finance	Spec & Collab Res Agr	Systems & Reporting	Legal Affairs	Technology Management	Procurement	EVPARA	Development
SPA Signing Authority <i>Back Up for all areas: Kathy Kreidler</i>	Carmen Martinez; Tiffany Sagers	Kristin Parks	Victoria Briscoe	Kathy Kreidler; Valerie Bomben	Kathy Kreidler					
Addgene/DB Gap (Carmen M)	o									
Affiliation/Program Agreements									o	
All Grant Proposal & Awards (includes cooperative agreements)	o									
Architectural/Engineering Contracts								o		
Business Associates Agreement		o								
Confidentiality Disclosure Agreement		o								
Clinical Trial Agreement (non- grant/non FDP)		o								
Collaboration				o						

Lab Study/Lab Testing Agreements				o						
Licensing Agreements							o			
Limited Nominations	o (proposal)								o (internal review)	
Master Agreement		o (industry)		o (investigator initiated)						
Material Transfer Agreement				o						
Patents							o			
Purchase Orders for Goods/Services								o		
Salary Reimbursement				o						
Service Agreements						o				
Site Agreements, Clinical Trials	o									
Sponsored Projects Performance Reporting					o					
Sponsored Research Agreement				o						
Subcontract In	o (FDP)			o (STTR/SBIR)						
Subcontract Out	o									
System Access					o					
Transfer In	o									
Transfer Out			o (Relinquishment Statement)							

HOOP 64 - Applications or Proposals for Sponsored Projects:

Sponsored project contracts and/or sponsored project grant applications may not be submitted by a university employee (faculty, staff, administrative and professional), student, or resident through any route other than SPA.

Applications or Proposals are required to be submitted to SPA for review and approval at least 10 days prior to the funding agency's deadline

HOOP 124 - Authority to Execute Contracts and Make Purchases:

Only university employees expressly authorized in writing by the President may enter into or sign contracts or agreements, either oral or written, on behalf of The University of Texas Health Science Center at Houston ("university").