Authority to accept current purpose gifts (other than securities; provided that each gift is processed in accordance with all applicable laws, Rules, policies and the UT System Gift Acceptance Procedures.

[**Note**: Please note that this template also includes optional language for superseding a prior delegation of authority. Use this optional language if the delegation supersedes one or more delegations.]

**[YOUR LETTERHEAD]**

**[Current Date], 201\_**

MEMORANDUM

TO: **[Name of Delegate]**  
  
FROM: **[Name of Delegating Officer]**

SUBJECT: Delegation of Authority to Accept Current Purpose Gifts (other than Securities)

Pursuant to the authority granted in Rule 60101, Section 5 of the Board of Regents Rules and Regulations and Section 7 of the UT System Gift Acceptance Procedures, I appoint you as my delegate to accept current purpose gifts (as defined in Section 7 of the UT System Gift Acceptance Procedures) other than securities to The University of Texas\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **[insert your institution’s name]**; provided that each gift is processed in accordance with all applicable laws, Rules, policies and the UT Gift Acceptance Procedures.

Please ensure that you comply with the Board of Regents rules relevant to this delegation of authority.

*You are not authorized to further delegate the authority granted to you to this memorandum.*

[**Optional Language**: This memorandum supersedes the prior delegation of authority from \_\_\_\_\_\_\_\_\_\_ **[insert primary delegate]** to \_\_\_\_\_\_\_\_\_\_ **[insert secondary delegate]** dated \_\_\_\_\_\_\_\_\_ **[insert date of superseded delegation memo]** relating to authority to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **[insert title of superseded delegation memo]**.]

cc: David Lein  
Marcella Trant