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**Acceptance of Administrative Responsibility Form (AARF)**

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| --- | --- |
| **Project Title:** | Tap That |
| **Budget Number:** |  |
| **Grant Total**: $ 7,457 |  |
| **Primary Contact:** Aaron Tam | tama2@uw.edu |

By signing this form, I certify that I am the administrator (or equivalent) for my campus unit, in charge of expense, human resources, and other financial transactions; I agree to be responsible for any hiring actions and/or purchases associated with this project. I agree to financially track this project in a “16-“ (ASUW) budget within the Financial Organization Code (OrgCode) structure of my unit (), and complete monthly BAR reconciliation. *unit OrgCode number*

|  |  |  |
| --- | --- | --- |
| ***Notes (if applicable):*** | | |
| **Name/Signature:**  Emily Newcomer | | **Date:** 10/20/2015 |
| **Title:** Asst. Director | | |
| **Department/Organization:** UW Recycling | | |
| **Phone:** 206-685-8928 | **Email:** emilyn2@uw.edu | |

*Please save this completed form as “Project Contact Name\_Project Name” and email it to* [*csfcoord@uw.edu*](mailto:csfcoord@uw.edu)*. The email originating directly from the approving body will be considered a signature.*