



Acceptance of Administrative Responsibility Form (AARF)

Project Title: Investigating stormwater runoff for tire derived anti-degradants from athletic fields

Organizational (ORG) Code:

Grant Total: \$20,000

Primary Contact: Alanna Hildebrandt

Budget # (CSF-inputted):

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 and I agree to the following:

- To be responsible for any hiring actions and/or purchases associated with this project.
- To financially track this project in a "16-" (ASUW) budget created by the CSF under the host departments the Financial Organization Code (OrgCode), and complete monthly BAR reconciliation.

Furthermore, I acknowledge the following:

- **Overages:** Any and all overages are the responsibility of the project / host department.
- **Leftover Funds:** Any unspent balance is to be returned to the CSF to go toward other projects. Exceptions can be made at the discretion of the CSF.
- **Scope Changes:** The CSF should be informed in advance of any changes in scope exceeding 10% of the total budget.

Notes (if applicable):

Project Lead Name/Signature: Alanna M. Hildebrandt		<i>Alanna Hildebrandt</i>	Date: 4/15/23
Administrator Name/Signature: Hettie L. Scofield		<i>Hettie Scofield</i>	Date: 2/6/23
Title: Administrator	Department/Organization: Civil and Environmental Engineering		
Phone: 206-616-1667	Email: hscofiel@uw.edu		

Please save this completed form as "Project Contact Name_Project Name" and email it to csfcoord@uw.edu. The email originating directly from the approving body will be considered a signature.