Project Approval Form (PAF)

Project Title: Electric Bicycles Delivery Program
Primary Contact: Douglas Stevens

By signing this form, I confirm that the project lead(s) has/have discussed this project with me, and that I (please check all that apply)
☐ approve the stated project to be conducted on the University of Washington-Seattle campus
   (this approval can only be given by campus units or by individuals on behalf of campus units) (REQUIRED).
☐ agree to be a part of the project team.
☐ will provide support to the project by being a partnering organization, department or individual.
☐ am the administrator for my campus unit and agree to for the financial and human resources
   Transactions associated with this project.
☐ agree to take over the operational costs of this project following completion.

Other notes (if applicable):

Name/Signature: Frank Davis

Date: 01/24/17
Title: Director
Department/Organization: Creative Communications – Mailing Services
Phone: 685-3698  Email: frankd@uw.edu

Additional Notes:

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. Paper copies may be
sent through campus mail to Attn: CSF Coordinator, Box 351248 or dropped off to the CSF Office at Gerberding Hall, Room B-40 and must include an original signature of the approving body.

Updated January 2014
Acceptance of Administrative Responsibility Form (AARF)

Project Title: Electric Bicycles delivery Program
Budget Number: 01-3060
Grant Total: $77,798
Primary Contact: Douglas Stevens

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 (2080302102), and complete monthly BAR reconciliation.

Notes (if applicable):

Name/Signature: Frank Davis
Date: 1/24/17
Title: Director
Department/Organization: Creative Communications – Mailing Services
Phone: 685-3698
Email: frankd@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.

Updated March 2015