

**** Email completed forms to State.Architect@tn.gov. Begin subject line with "Delegation Form". ****

Transmittal and Checklist for Delegated Approval Authority – (2.04.B.3)

Addition of Scope for Capital Project

- The original scope and the added scope can be completed without an increase in the funding previously approved by the Commission
- The cost of the additional scope is less than \$500,000
- Project is NOT funded, in any part, by bond proceeds or residual proceeds from bond funding
- The additional scope is not contrary to the originally approved project intent
- Does not require determination by Tennessee Historical Commission (THC) **OR** THC has determined that the project will not adversely impact a historic structure and a THC Review form is attached.
- Back-up attached (Project lead sheet, SBC minutes, SBC-1s, other relevant back-up materials, such as prior approvals and back-up documentation or executive summaries)

Project Name: _____

Project SBC#: _____

Submitting SPA: _____

SPA Authorized Representative: _____

(I attest to the above)

Date

Approved:

Ann McGauran, State Architect

Date

Not approved and rationale: _____

Chad Kimes, Delegate of the
Commissioner of Finance & Administration

Date

Not approved and rationale: _____