

**AMENDED AND RESTATED
COYOTE CRISIS COLLABORATIVE
SIGNATURE AUTHORITY POLICY**

I. Purpose of Policy

Coyote Crisis Collaborative's ("Corporation") Signature Authority Policy ("Policy") is intended to ensure that commitments of its resources are properly reviewed and approved and that its contracts and agreements are signed by authorized officials. It identifies who within the Corporation is authorized to commit institutional resources on its behalf through agreements executed in its name. It also describes necessary steps in the contract review process and protocols for the delegation of signatory authority.

II. Applicability of the Policy

The policy is applicable to all the Corporation's officers and employees. It governs contractual agreements relating to commercial and non-commercial transactions, such as those involving goods, supplies, equipment, services, and real property.

III. Signatures Required for Checks and Fund Transfers

Checks and fund transfers may be authorized as follows:

	Executive Director	Chair or Treasurer	Board Resolution
Budgeted financial commitments of \$50,000 or less	Required - May do so alone	Not required	Not required
Non-recurring Budgeted financial commitments greater than \$50,000 and less than \$100,000	Required – May do so alone	Not Required	Not Required
Budgeted financial commitments greater than \$100,000 and less than \$200,000	Required	Required*	Not Required

In addition, any check or distribution that is a payment or reimbursement to an officer, director or employee must have been approved in writing by a board member other than the individual receiving the payment prior to being paid.

The Committee may take an action without a meeting for an individual item by using electronic means such as email. An action without a meeting shall only be taken if a motion is proposed by a member of the Committee, and seconded by another voting member of the Committee. A majority of voting members of the Committee must vote electronically and in favor of the motion for it to be considered approved. The members proposing and seconding the motion will be assumed to have voted in the affirmative. The action without a meeting and its results will be noted in the next regularly scheduled Committee meeting and will be included in the minutes of that meeting.

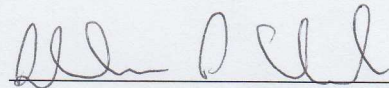
A majority of the voting members of the Committee shall constitute a quorum. Voting on Committee matters shall be on a one vote per member basis. When a quorum is present, the vote of a majority of the voting Committee members present shall constitute the action or decision of the Committee.

In the event the Executive Committee is unable to meet for emergency decisions, the Chair may determine decisions. Decisions made by the Chair must be summarized and reported to the Executive Committee and to the Board in a timely manner, which may or may not be during the next full meeting of the Executive Committee and meeting of the Board, to ratify decisions.

CERTIFICATE OF ADOPTION

The foregoing Policy was duly adopted by the Board effective as of the 27 day of JUNE, 2019.

COYOTE CRISIS COLLABORATIVE


Allen Clark, Secretary