

**Space Allocation and Renovation Policy – Operating Procedures**

<b>SIGNATURE AND REQUIRED AUTHORIZATION MATRIX FOR CAPITAL PROJECTS AND LEASES</b>	
<b>Project Value</b>	<b>Drexel University Approval Required</b>
Up to \$100,000	Vice President for University Facilities
Up to \$250,000	Executive Vice President, Treasurer, and Chief Operating Officer
\$250,001 to \$2,999,999	President
\$3,000,000 or more	Board of Trustees