

**MASTER AGREEMENT BETWEEN [Campus Name] AND [Name of Auxiliary] FOR  
ADMINISTRATION OF GRANTS AND CONTRACTS**

An Operating Agreement between the Trustees and \_\_\_\_\_ (University) and \_\_\_\_\_ (Auxiliary), effective **[insert beginning date]** through **[insert ending date]**, authorizes the Auxiliary to perform the function “Externally Funded Projects Including Research, Workshops, Conferences and Institutes,” as specified in Section 42500, Title 5, California Code of Regulations.

The Auxiliary agrees to indemnify, defend and save harmless the University from all loss, damage or liability that may be suffered or incurred by the University caused by, arising out of, or in any way connected with the administration of Sponsored Programs by the Auxiliary; and further agrees to carry adequate insurance in accordance with California State University Policy, as specified by Executive Order Nos. 890 and 849.

This Master Agreement, effective \_\_\_\_, 2004 through June 30, 200\_, designates Auxiliary as the Sponsored Program Administrator (SPA) by University, except for those awards which the University’s **[insert title of University officer in charge of research]** or designee, and Vice President for Finance and Administrative Services or designee, and the Executive Director of the Foundation or designee mutually agree the University shall be the SPA.

Auxiliary, when acting as SPA, agrees to comply with CSU Executive Order No. 890 and to provide grants and contracts services to ensure administration of contracts and grants in accordance with **[insert campus name]**’s policy for Sponsored Program Administration, federal and state regulations, funding agency regulations, and other applicable California State University, campus and Auxiliary policies.

**[Campus Name]**

\_\_\_\_\_,  
**[Campus Officer’s name]**  
**[Title]**

\_\_\_\_\_, 2004  
Date

**[Auxiliary Name]**

\_\_\_\_\_  
**[Auxiliary Officer’s name]**  
**[ title]**

\_\_\_\_\_, 2004  
Date