

Exempt Contracts
Statutory Exemptions or No Cost Contract
PPRB OPSCR Rules and Regulations Chapter 12

PPRB does not approve statutorily exempt contracts or no cost contracts where there is no expenditure of public funds from any funding source (state, federal, or other). **It is the responsibility of the Agency to ensure compliance with the requirements of Chapter 12.**

Agency Head Determination for Statutory Exemptions		
Section 12.1		
The Agency Head Memorandum		
• Cites the statutory exemption	Yes	No
• Explains how the exemption is applicable to the contract submitted	Yes	No
• Is signed by Agency Legal	Yes	No
• Is signed by the Agency Head (cannot be delegated)	Yes	No

Agency Head Determination for No Cost Contracts		
Section 12.2		
The Agency Head Memorandum		
• Explains how the source of funding meets the definition of no cost contract	Yes	No
• Is signed by Agency's chief financial officer	Yes	No
• Is signed by the Agency Head (cannot be delegated)	Yes	No

Responsible Agency Official _____

Title _____

Telephone Number _____

Email Address _____

By signing below, I certify that all information provided herein and/or uploaded to MAGIC is true, correct, and complete to the best of my knowledge.

Signature _____ Date _____

<u>OPSCR USE ONLY</u>	
Primary Analyst _____	Signature _____
Secondary Analyst _____	Signature _____

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