

**\*\* Email completed forms to [State.Architect@tn.gov](mailto:State.Architect@tn.gov). Begin subject line with "Delegation Form". \*\***

**Transmittal and Checklist for Delegated Approval Authority – (2.04.E.1)**

**Acquisition of Land (Fee or Easement)**

- The land being acquired: (A) does not contain more than 250 acres, (B) is contiguous with other State owned property, and (C) is vacant or has structures located thereon that will be demolished within one (1) year of acquisition
  
- The land being acquired is listed on a master plan for a Higher Education Institution that has been approved by the Commission, or is listed on the State Lands Acquisition Fund Priority List, or the Wetlands Priority List (***circle the appropriate category***)
  
- The purchase price for the land is not reasonably anticipated to exceed \$500,000 based on discussions with the prospective seller or value analysis performed by State employees
  
- The acquisition will not be funded in any part by bond proceeds or residual proceeds from bond funding
  
- The acquiring entity has certified in writing that no additional management costs are anticipated if the land is acquired (*copy enclosed or reflected in the comment on the lead sheet*)
  
- Back-up attached (Project lead sheet, RPM-1, other relevant back-up materials, such as maps, photos, ownership information, executive summary, priority list or master plan letters)

Agency with Jurisdiction: \_\_\_\_\_

Transaction #: \_\_\_\_\_

STREAM 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: \_\_\_\_\_