**Tuesday Tips** is a new outreach effort by OGCA. The idea behind **Tuesday Tips** is to convey tips, tricks and other helpful information around the area of research administration. Our goal is to post on (almost every) Tuesdays. If there is something you would like to see covered on **Tuesday Tips**, email: <a href="UAF-GCReATE@alaska.edu">UAF-GCReATE@alaska.edu</a>. For more Tips visit <a href="OGCA website">OGCA website</a>.

## What are Certifications, Representations and Assurances?

**Certifications and representations** are used together in procurement actions and are statements made by one of two contracting parties to the other, before or at the time of making the contract, regarding some fact, circumstance, or state of facts, pertinent to the contract, which is influential in bringing about the agreement.

In financial assistance, the terms, "certifications and assurances" are used together and often interchangeably. There are distinctions that are not well articulated, but are important.

The term "assurance" is used primarily as official indication of institutional agreement to prospective actions an institution and its researchers will take to comply with regulation and policy, throughout the life of an award.

**Certifications** are used to demonstrate that at the time of the proposal, and throughout an award, an Authorized Organizational Representative (AOR), certifies to a state of a matter or action. For instance, in the case of