

DIVISION OF BIOLOGY & MEDICINE
20__ FACULTY SUMMER SALARY SUPPLEMENTATION

NAME: _____ DEPT: _____

1a. My lab has been approved for re-opening by the Office of the VP for Research: Yes Approval Date _____ No

1b. If not been approved for re-opening:

i) I anticipate working remotely during the month of July: Yes No

ii) I anticipate working remotely during the month of August: Yes No

iii) *If working remotely please attach a detailed plan of research activities related to externally funded research grants.*

2. Do you plan summer supplementation of your AY base salary from grants? Yes No

3. What professional activities do you plan to engage in this summer?

a.) Research Yes No

b.) Grant Writing Yes No

c.) Chair or Graduate Program Director (Administration) Yes No

d.) Departmental/university service committees, IRB, IACUC or other research committees Yes No

e.) Teaching Yes No

(A list of allowable research activities can be found on the [BMRA webpage \(Unallowable Activities\)](#))

4. Do you plan on taking vacation? If a vacation is planned in July or August, indicate an appropriate GIP account in order to receive 100% summer compensation.

Yes No

Month (Jul/Aug) _____

Number of Days _____

5. Indicate sources and estimated effort for your planned summer activities below. Grant effort cannot be greater than 95%. If more space is needed please attach additional pages. *Attach Summer Salary Costing Allocation Template for any PI over NIH Cap. [The template can be found here.](#)

July Grant Account #	Grant Account Name	% Effort	\$ Amount

August Grant Account #	Grant Account Name	% Effort	\$ Amount

I attest my planned summer effort is reasonable and only activities directly related to the research project(s) such as research, writing progress reports, attending research-related conferences and/or holding research meetings will be charged.

Faculty Signature

Date

Department Chair/Center Director

Date

Senior Associate Dean for the Program in Biology

Date

(Only needed for Chair Summer Salary)

Plans with greater than 95% summer effort proposed require an approved Summer Work Plan