

Grant Workload and Salary Form

This Form must be completed when "Yes" is checked on Proposal Transmittal Form, Section F.3. Please complete all sections that apply for each principal investigator, co-principal investigator, project director and co-project director for all current and pending grants/proposals. Please note that if multiple proposals are funded concurrently, adjustments may have to be made to the Grant Workload and Salary Form to ensure that federal, state, and/or institutional regulations are followed.

Release Time – Faculty member is released from some teaching duties to conduct the grant project.

Employee Name	Funding Agency	Proposal Status (currently funded, pending)	Number of CUs Released Per Semester	Semesters of Release (Example: FA 14, SP 15)

Buyout Time – Faculty member's teaching time is bought out (paid) by the grant.

Employee Name	Funding Agency	Proposal Status (currently funded, pending)	Number of CUs Released Per Semester	Semesters of Buyout (Example: FA 14, SP 15)

Summer Salary – Grant work must be at 100% time for Federal or Federal flow-through projects.

Employee Name	Funding Agency	Proposal Status (currently funded, pending)	# of months of summer salary per year	Year(s) summer salary will be received (Example: SU 14, SU 15)

Academic year salary in addition to normal EIU salary – This is not allowed on Federal or Federal flow-through proposals. For other funding agencies, it must be disclosed in the proposal and approved by the funding source. **Vice presidential approval is required below.***

Employee Name	Funding Agency	Proposal Status (currently funded, pending)	Dollars in Addition to Normal EIU Salary	Project Period

This Form has been reviewed and approved by:

Department Chair/Director or Designee	Date	Dean or Designee	Date	*Vice President	Date
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