

**RUTGERS BIOMEDICAL AND HEALTH SCIENCES (RBHS)
EXTRAMURAL SUPPORT INCENTIVE PROGRAM - FY2024
FOR LIBRARIANS IN THE AAUP-AFT (LEGACY AAUP-BHSNJ) NEGOTIATIONS UNIT**

PART A – TO BE COMPLETED BY THE LIBRARIAN

Name:

Email Address:

Phone Number:

Library Unit:

Title:

I certify that I have am both the principal investigator and principal author of the following externally funded program(s):

<u>Title of Research Award</u>	<u>Role</u>	<u>Account #</u>	<u>Support \$</u>	<u>Date Awarded</u>
Use extra sheet if needed. Was extra sheet required?				

Librarian Printed Name:

Librarian Signature:

Date:

The Librarian shall submit the form, with Part A completed, no later than July 31, 2024. Upon approval, the Library Director shall return the completed form to the Business Manager. The Business Manager must submit the form to Payroll by Friday, August 23, 2024, to ensure payment no later than September 30th.

Please direct any questions about this program to RBHS Faculty Affairs at 973-972-7595 or rbhsfacultyaffairs@rbhs.rutgers.edu.

PART B – TO BE COMPLETED BY THE BUSINESS MANAGER

I certify that the above-named Librarian is both the principal author and principal investigator of the externally funded program(s) listed in Part A which provide salary support for their own salary:

Librarian Name:	
Librarian Employee ID:	
Total amount of salary support received from grant:	
Amount of bonus to be awarded:	
Paid from Account #:	

Business Manager Printed Name:

Business Manager Signature:

Date:

PART C – LIBRARY DIRECTOR AUTHORIZATION

I certify that the information provided in Parts A and B is accurate:

Library Director Printed Name:

Library Director Signature:

Date:

The Librarian shall submit the form, with Part A completed, no later than July 31, 2024. Upon approval, the Library Director shall return the completed form to the Business Manager. The Business Manager must submit the form to Payroll by Friday, August 23, 2024, to ensure payment no later than September 30th.

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