

**RUTGERS BIOMEDICAL AND HEALTH SCIENCES (RBHS)
EXTRAMURAL SUPPORT INCENTIVE PROGRAM - FY2025
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?			Choose an item.	

Librarian Printed Name: _____

Librarian Signature: _____

Date: _____

The Librarian must complete Part A and submit to the Business Manager by July 25, 2025. The Business Manager must submit the incentive to Payroll by Friday, August 22, 2025, in order to receive an incentive award for FY2025 in September 2025.

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 provides 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 must complete Part A and submit to the Business Manager by July 25, 2025. The Business Manager must submit the incentive to Payroll by Friday, August 22, 2025, in order to receive an incentive award for FY2025 in September 2025.

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