

FY 2025-26 Faculty Research Incentive Program – Verification of Participation

I intend to participate in: Fall Semester 2025 and/or Spring Semester 2026

Form Prepared By: _____ Email: _____ Extension: _____

Faculty Member: _____ UMID: 790-_____-_____

Department/School/Center: _____

Position Number: _____ Email: _____ Extension: _____

Effort Distribution: Research/Creative Scholarship: _____% Teaching: _____% Service: _____%

My signature below indicates agreement with the following:

- I have read, understand and agree to adhere to the FRIP policy.
- I understand that my participation in FRIP is voluntary.

- The sponsored projects supporting my FTE are:

Index	Sponsor & Short Title	Period of Performance

- I affirm that my participation in FRIP is not reported as voluntary cost-match commitments.
- YTD general funds recovered from effort charged to sponsored projects is \$ _____ with the estimated remaining AY/FY recovery at \$ _____ ; TOTAL: \$ _____.
- I understand that the maximum annual FRIP payment allowed is **25%** of my institutional base salary (IBS) of \$ _____. (IBS should include any merit/promotion/cost of living adjustments)
- The incentive payment is 90% of the net amount recovered through effort charged to extramural sponsored project funding that is available for distribution (i.e., not used for voluntary cost-match or course buy-out).
- The amount of the FRIP payment is \$ _____. This amount represents _____% of the institutional base salary (IBS), meeting the requirement to be no more than 25% of the IBS.
- I have reviewed the calculation of this figure with the finance staff in my unit and I certify that it is accurate. I understand that the incentive cannot be adjusted after the fiscal year has closed.

- I affirm teaching responsibilities for the year were as follows:

CRN	Subject & Number	Title	Credit Hours

Faculty Member

Date

For Chairs/Deans/Directors:

My signature below indicates agreement with the following:

- The faculty member received at least a “normal” or “satisfactory” in most recent faculty evaluation.
- The faculty member commits to the above teaching responsibilities. Any salary savings generated due to course buy-out using sponsored project funds are retained by the unit for teaching replacement and are not included or permitted in the calculation of FRIP.

Dean or Chairperson

Date

For College Academic Finance Officers:

My signature below confirms that salary savings were generated in the amount of the incentive payment due to the recovery of labor costs supplanted by extramural sponsored projects as described above. *I have attached documentation of the faculty member's labor charged to all sponsored programs.*

College Academic Finance Officer (AFO)

Date

The fully-signed FRIP form with documentation of the faculty member's labor charged to all sponsored programs must be attached to the U-Approve RPT requesting the FRIP payment. FRIP payments may only be disbursed at the end of the Academic Year (typically BW12). RPT approval must include the AFO, Dean (or designee) and Assistant Vice Provost for Finance and Personnel.