



## Sponsored Research Summer Salary Support Form

Your Name:	Today's Date:
Department:	Banner ID:

**Funds to be used for summer salary:**

Active Funded Award: \_\_\_\_\_ Number of Months: \_\_\_\_\_ (Based on Spring 2025 salary or +4% starting July 1st)

Faculty Startup: \_\_\_\_\_ Number of Months: \_\_\_\_\_ (Based on salary listed in signed Offer Letter)

Other Funding Sources: \_\_\_\_\_ Number of Months: \_\_\_\_\_ (Add explanation of other funding source below)

In the Table below: Please specify which Period(s) you want to be paid in "Payment" column (Y/N).  
List the Fund/Index Number to be used for each period in the "Fund Number" column.  
If Startup Funds are requested, list "Startup" for each period in the "Fund Number" Column.  
Office of Research will calculate the "Salary Amount" for each period.

Period	Pay Date	Payment (Y/N)	Fund Number	Salary Amount	Non-federal funds (Y/N) <i>Research Office only</i>
May 5 – May 18, 2025	May 23, 2025				
May 19 – June 1, 2025	June 6, 2025				
June 2 - June 15, 2025	June 20, 2025				
June 16 – June 29, 2025	July 4, 2025				
June 30 - July 13, 2025	July 18, 2025				
July 14 – July 27, 2025	August 1, 2025				

**Approvals:**

(1) Employee _____ Date _____	(4) Restricted Funds _____ Date _____
(2) Principal Investigator _____ Date _____	(5) VP, Research _____ Date _____
(3) Research Office _____ Date _____	(6) VP, Admin & Finance _____ Date _____

**Summer Salary is limited to a total of 3 months**

Additional comments if applicable (e.g. other funding source):