

**Faculty Research Committee**  
**SUMMER FELLOWSHIP BUDGET PAGE**

|                          |  |
|--------------------------|--|
| Name:                    |  |
| Employee ID:             |  |
| Street Address:          |  |
| City, State, Zip:        |  |
| Summer Amount Requested: |  |

A maximum of \$10,000 is available for the summer fellowship. This amount may be used entirely for summer salary or for a combination of salary and other research related expenses.

Summer salary is paid in three installments, at the end of June, July, and August. If your pay is not direct deposited, please provide your summer address.

The Fellowship begins the day after the end of the preceding academic year contract period and ends on the day before the start of the next contract period. Your department is responsible for preparing a Personnel Action Form for your summer salary. Research related expenses (if any) are also processed through your academic department.

Should your project receive funding, this budget form will be submitted to the Budget Office and an account will be established for your research program.

In the box below, please provide a detailed breakdown of expenses as well as justification and rationale for the distribution between salary and other expenses; an additional page may be attached if necessary.

|                                              |    |
|----------------------------------------------|----|
| Salary Requested (please explain):           | \$ |
| Other Expenses (please itemize and explain): | \$ |
| Total Request                                |    |