**Texas State University**

**Faculty Incentive for Externally-Funded Sponsored Programs**

**Incentive Type: NO WORKLOAD ADJUSTMENT**

Please use this form to initiate the process for securing **NO WORKLOAD ADJUSTMENT** incentives described in AA/PPS 03.01.12, Faculty Incentive Compensation for Externally-Funded Sponsored Programs. During the fall and spring semesters, the university implements two types of incentive programs: 1) research incentive with instructional workload buyout and 2) research incentive with no workload adjustment. As per policy you may also choose to secure the INSTRUCTIONAL WORKLOAD BUYOUT as well. In cases where both incentives are sought in a single semester, both forms must be completed and submitted.

**Faculty Information**

Faculty Name:

Texas State Employee ID:

Department Name:

Start Date of Salary Recovery: End Date of Salary Recovery:

Internal Order: Percentage of Salary Recovery:

Indirect Cost Account:

Semester base salary:

Recovered salary per semester = percentage of Salary Recovery x Semester base salary:

Salary Recovery is based on F&A Rate: 60% Applicable \_\_\_\_\_\_\_\_ 50% Applicable\_\_\_\_\_\_\_\_

*Note: If the F&A rate is equal to the federally-negotiated rate, 60% of the salary savings will be distributed to the PI or Co-I. If the F&A rate is less than the federally-negotiated rate, 50% of the salary savings will be distributed to the PI or Co-I.*

Salary savings available = .60 or .50 x recovered salary per semester:

Compensation incentive:

*Note: The compensation incentive may be no more than .10 x Semester base salary*

Incentive applied to Indirect Cost Account:

**Approvals**

Department Chair/School Director Date

Dean Date

ORSP Date

Associate Provost Date