

### FACULTY SALARY RESEARCH EXCHANGE PROGRAM (FSREP) REQUEST FORM

The Faculty Salary Research Exchange Program (FSREP) allows investigators to direct charge up to 50% of their academic year research effort to appropriate contracts and grants (allowable under sponsor guidelines), and use the salary savings generated from their ladder rank faculty positions to create a research fund.

- FSREP requests must be made in advance (i.e., retroactive requests and adjustments are not permitted by campus policy).
- Completed forms w/ PI signature should be submitted to sph\_acad@berkeley.edu by the 1st of the month in which the FSREP starts.
- Under FSREP, there is no release from teaching or service duties.
- Complete forms electronically; handwritten forms will not be accepted.
- FSREP discretionary funding distribution will occur twice a year, following the fall semester and the spring semester.

<b>Salary Information</b>	Name:	Position Number:	Notes:				Salary MO: \$				
									Annual: \$		
<b>Research Fund Information</b>	<b>FSREP Participation:</b>										
	<b>Start Date</b>	<b>End Date</b>	<b>Percent</b>	<b>Fund</b>	<b>Dept ID</b>	<b>Program</b>	<b>CF1</b>	<b>CF2</b>	<b>NIH CAP</b>	<b>RA Approval</b>	
<b>State funds cannot be used to supplement capped salary. These include funds 19900-19999, 18000-18199, 20501-20549, and 20556-20599.</b>											
<b>CAP GAP</b>	<b>Start Date</b>	<b>End Date</b>	<b>Monthly Flat Rate</b>	<b>Fund</b>	<b>Dept ID</b>	<b>Program</b>	<b>CF1</b>	<b>CF2</b>	<b>RA Approval</b>		
<b>PI's discretionary research account where salary savings should be transferred:</b>						Dept ID:			CF2:		
<b>Next Step: RA route form to PI for approval.</b>											

<b>PI's Approval</b>	<i>I verify that the percent requested is allowable under sponsor guidelines and representing the percentage of my effort expended on this project(s). I understand that under FSREP, there is no release from teaching or service duties.</i>										
	Professor's signature								Date:		
<b>Next Step: RA route form to SPH Academic Personnel <a href="mailto:sph_acad@berkeley.edu">sph_acad@berkeley.edu</a> for decanal approval.</b>											

<b>Dean's Approval</b>	<i>This approval is with the understanding that your effort reporting in the online system is consistent with this FSREP request; and that the contracts/grants cited in your request have adequate resources to cover the salary requested.</i>										
	Dean's Signature								Date:		
<b>Next step: SPH Academic Personnel returns to RA (via Smartsheet) for processing in UCPath.</b>											