

## CHHS Research Incentive Program Agreement

This document is designed to strategically enable the CHHS Dean's Office to support a Research Incentive Program for faculty and staff in CHHS. Please use this form to document proposals for external contracts and grants that will be submitted through the WKU Office of Sponsored Programs (WKU OSP) and will participate in the CHHS Research Incentive Program. Make sure to complete the information below. WKU OSP must first be notified of intent to submit a proposal at <https://www.wku.edu/sponsoredprograms/proposal-assistance-form.php> and a proposal# acquired before you complete this form.

This agreement is pursuant to the guidelines presented on the CHHS Research Incentive Program web page at [https://www.wku.edu/chhsresearch/research\\_incentive.php](https://www.wku.edu/chhsresearch/research_incentive.php). Please ensure that this completed and signed form is emailed to the CHHS Associate Dean responsible for research and CHHS Budget Manager, and to [chhs.research@wku.edu](mailto:chhs.research@wku.edu). Please note that all research incentives to CHHS faculty and staff are tracked within the CHHS indirects index.

Proposal# (from WKU SPIRIT):

Principal Investigator (Name, Dept/School/Center):

Submission Date:

Project Total (\$):

F&A Total (\$):

Research Incentives: Please list PI, Co-PIs, Co-Is, and key personnel that will assist with proposal development and have effort on the budget for execution of the proposed research. Please review the guidelines for the program.

Approvals For CHHS Research Incentive Program			
<i>Approver Role</i>	<i>Name</i>		<i>Signatures</i>
CHHS Research Incentive Distribution			
<i>Role</i>	<i>Name</i>	<i>Percentage</i>	<i>Signatures</i>
Total Percentage (must equal 100%) =			

\*The Additional Role signature field may be utilized for relevant project personnel or administration, etc.

**ADDITIONAL DOCUMENTATION:**