

Paid Activities Report

for the period:

_____/_____/_____ to _____/_____/_____
(Month) (Day) (Year) (Month) (Day) (Year)

Name: _____

Dept./Division: _____

Reporting Requirements:

- (1) Faculty members with appointments of 50% or greater are required to complete and submit a *Paid Activities Report* as part of the member's general Annual Activity Report.
- (2) Every faculty member is required to report any use other than trivial University facilities, supplies, support staff or students in any paid professional activity.

1. PAID PROFESSIONAL ACTIVITY*

Please state the total number of days you devoted to paid professional activities: _____
If the number you stated is greater than 12, please provide a brief description of each activity.

<u>Description of your Activity</u>	<u>Days Involved</u>
1. _____ _____	_____ _____
2. _____ _____	_____ _____
3. _____ _____	_____ _____
4. _____ _____	_____ _____

2. PAID NON-PROFESSIONAL ACTIVITIES**

If the number of days you devoted to paid-non-professional activities is greater than 30, please provide a brief description of each activity.

<u>Description of your Activity</u>	<u>Days Involved</u>
1. _____ _____	_____ _____
2. _____ _____	_____ _____
3. _____ _____	_____ _____
4. _____ _____	_____ _____

3. **USE OF UNIVERSITY RESOURCES**

Please provide a clear description of any use, other than trivial, you have made of University facilities, supplies, support staff or students in your privately undertaken work.

1. _____

2. _____

3. _____

4. _____

(Date)

(Signature)

* A paid professional activity is an activity funded by sources other than the University which (1) arises from your academic position and expertise, and (2) confers a financial benefit on you.

** A paid non-professional activity is any paid activity (including self-employment) which does not arise from your academic position or expertise.