

**CALIFORNIA STATE UNIVERSITY, FRESNO FOUNDATION  
REIMBURSED RELEASED TIME AGREEMENT (RRT)**

EMPLOYEE / PROJECT INFORMATION				
TO BE COMPLETED BY THE PROJECT PI/ DEPARTMENT				
Employee:				
Fiscal Year:		Employee ID:		
University Status:		<input type="checkbox"/> Faculty	<input type="checkbox"/> Staff	
Effort Period:		Spring (January 1-June 30) <input type="checkbox"/>		Fall (July 1-December 31) <input type="checkbox"/>
Dates Covered		From: _____ To: _____		
Foundation Cost Center #:		Cost Center:	Object Code:	Sub Code:
Project Title:				
Project Director:				
Prepared By:				
College/School:				
Department:				
Notes:				
PeopleSoft Chartfield:		Fund:	Dept ID:	Empl. Record:
Account:				

EMPLOYEE / PROJECT INFORMATION			
Percent of Salary Released: _____	Salary/Benefits Actual	Grant/Contract Max Approved Budget	Variance
W.T.U.s Released: _____ <input type="checkbox"/> Backfill <input type="checkbox"/> Full Buyout			
During the time period of this agreement:			
1. Benefit Rate % ( _____ + _____ WC)	%		%
2. Full Time Salary Base Rate	\$		\$
3. % of Salary Released	%		%
4. Net Salary Cost (2x3)	\$	\$	\$
5. Fringe Benefit Cost (1x2)	\$	\$	\$
6. TOTAL COST OF SALARY / BENEFITS (4+5)	\$	\$	\$

APPROVALS	Date
Principal Investigator/Project Director:	
Department Chair:	
School/College Dean:	
Vice President of Administrative Services (if applicable):	

TO BE COMPLETED BY THE FOUNDATION			
Date Received:	<input type="checkbox"/> RRT Complete	Date Reviewed by Post Award Analyst:	Initials:
Department Contact:		Date Executed Copy emailed to Dept Contact/PI:	
Date PO Completed:	PO#	Date PO E-mailed to Accounting Services:	

RRT Contract #:
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