

Billing Agreement for Trainee Appointment to VA merit Award

Department of VA Medical Center
3200 Vine Street
Cincinnati, Ohio 45220-2059

University of Cincinnati
51 Goodman Drive, Suite 530
Cincinnati, Ohio 45221-0222

VA Merit Award:

App#:

Project ID #:

Program Director:

Trainee Name:

**Appointment
Period:**

From:

To:

**Budget
Period:**

From:

To:

_____ at the **University of Cincinnati**, has been appointed as a trainee under the above referenced grant awarded to **Department of VA Medical Center** under the terms and conditions of the VA Merit Award.

Research trainees are expected to devote full time to the proposed research training. As a research trainee _____ will devote 100% of his graduate assistanceship to the project . In order to fulfill the full-time requirement, trainees who also are training as clinicians must confine clinical duties to those that are an integral part of the research training experience.

_____ will participate in the training program during the appointment period identified above. This letter authorizes **the University of Cincinnati** to invoice **Department of VA Medical Center** for reimbursement of allowable expenses as follows:

Salary:

Fringe Benefits:

Total Costs:

Trainee salary will be reimbursed based on current appointment periods. Usual salary and fringe benefit increases per university policy will be reequested **Invoices must be itemized by trainee name and must be sent, at least quarterly, to the attention of:**

Depart. of VA Med Center Director

E-mail

Street Address:

Please reference the Purchase Order # on all invoices. The PO amount will reflect amounts due for each budget period. Final invoices are due 45 days after the budget period end date.

Any changes in the above terms will be made in writing by an authorized Institutional Official for the Department of VA Medical Center. Please indicate your acceptance of this letter agreement by obtaining your authorized Institutional Signature on the line below and returning one copy of this letter to: SRS at ospaward@uc.edu.

Kathleen Chard,
ACOS/Research Service
Department of Veteran's Affairs Medical Center

Date

David S. Gearing Sr., MHA- Director
SRS Grants and Contracts Division
University of Cincinnati

Date