VA RESEARCH – PERSONNEL AGREEMENT WORKSHEET

Intergovernmental Personnel Act (IPA) – A program for the temporary assignment of personnel between the Federal Government and local governments, colleges and universities, Indian tribal governments, federally funded research and development centers, and other eligible organizations.

***** Require Items *****

- Resume/Cover Letter
- Unofficial/Official Transcript, Clinical License, Certification or Registration
- Affiliate/Employment Letter (Must be 90 days or more in current non-temporary position)

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VETERAN AFFAIRS – RICHARD L. ROUDEBUSH VAMC
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This information is used to process a Personnel Agreement between _____ and the Veteran Affairs (VA), per an Intergovernmental Personnel Act (IPA).

PERSONAL INFORMATION

Is this a Temporary Assignment (Employee)? ☐ Yes ☐ No

Name:

Home Address:

UNIVERSITY INFORMATION

Department:

Phone: Date Employed:

Supervisor:

Position:

Email:

FUNDING SOURCE

VA Account Name:

Are adequate funds budgeted and available? ☐ **Yes** ☐ **No**

FINANCIAL INFORMATION

Begin Date: **End Date:** **Total Months:** 0

**** Note: Salary increases of 3% will be anticipated for July 1st each year.*
Dates should be aligned to IU fiscal years that run from July 1st to June 30th.

Start Dates	End Dates	# of Months	Base Salary	Effort (%)	Fringe (%)
		0			
		0			
		0			
		0			

FINANCIAL SUMMARY

Start Date	End Date	Salary	Fringe	Monthly Total	Total
		$ 0.00	$ 0.00	$NaN	$ 0.00
		$ 0.00	$ 0.00	$NaN	$ 0.00
		$ 0.00	$ 0.00	$NaN	$ 0.00
		$ 0.00	$ 0.00	$NaN	$ 0.00
	Overall Total:	$ 0.00	$ 0.00	$NaN	$ 0.00

Clear/Reset

QUALIFICATIONS

List special qualifications (Technical skills, knowledge, and experience are encouraged).

DUTIES / RESPONSIBILITIES

List major duties and responsibilities while on Personnel Agreement:

UNIVERSITY APPROVAL

Name/Title:

Signature:

(Sign name or use digital signature tool)

Date:

Submit

Clear/Reset