

# COLLEGE OF HEALTH AND HUMAN DEVELOPMENT

OPEN OR NEW POSITIONS TO BE FUNDED ENTIRELY ON EXTERNAL FUNDS

Positions to be funded entirely on externally sponsored funds (grants or contracts) or by philanthropic sources (which includes verification of funding by HHD Research Administration or Development). [Completed requests should be submitted to hhdhr@psu.edu.](mailto:hhdhr@psu.edu)

Date Submitted: \_\_\_\_\_

Unit/Center Name: \_\_\_\_\_

Requested by: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Hiring Manager (if different from above): \_\_\_\_\_

## Position Information:

Proposed Title: \_\_\_\_\_

Classification (Staff, Faculty, Postdoctoral Scholar or Fellow): \_\_\_\_\_

Type (FT1, FTM, Postdoctoral): \_\_\_\_\_

Position is:  New  Replacement.

If Replacement, current/last incumbent \_\_\_\_\_

Will the position be able to onboard, train and work remotely? \_ Yes No

If not 100% remote, describe the essential on-campus activities:

\_\_\_\_\_

Fallback strategy if not approved: \_\_\_\_\_

## Funding Information:

Name of funding source: \_\_\_\_\_

Outlook for continued funding in subsequent years: \_\_\_\_\_

Budget/Fund: \_\_\_\_\_

Salary budget (including fringe): \_\_\_\_\_ Current Fringe Rates

Estimated Start Date: \_\_\_\_\_

## Required Signatures:

\_\_\_\_\_  
Unit Head/Center Director

\_\_\_\_\_  
HHD Research Office

\_\_\_\_\_  
Associate Dean

\_\_\_\_\_  
HHD HR Strategic Partner/Consultant