

Form Match-A.

Department Head's Certification:

Salary Account Number:

An anticipated average of 2 hours per week will be considered as 5%; an anticipated average of 4 hours per week will be considered as 10%; etc.

The percentage related to the above anticipated average number of hours per week is %. The individual will be paid at least this percentage of time from the above salary account number during the periods in 7 above.

I agree that the above estimated average number of hours per week to be worked on the project is a reasonable approximation. I understand that I will be periodically expected to complete Personnel Activity Reports (PAR'S) to certify that the above level of effort is occurring.

Signature_____ **Date**_____