

Clemson University
Request for Lump Sum Payment-Multiple Lists

Award

Bonus

Bonus.....**Requested Amount:** \$ _____

Name of Award: _____

Purpose of Award: _____

Method of Selection: _____

Justification/Criteria: See Attached List

Award or Bonus Checklist (Please check at least two that apply)

- Significant increase in service, quality of work, or productivity
- Significant contributions to workplace safety
- Significant contributions to cost savings, or cost reduction, etc.
- Substantial contribution to the objectives of the department or division
- Consistent outstanding teaching evaluation and academic advising
- Outstanding record of research, scholarship or creative activity
- Significant record of public, professional or institutional service
- Significant honors or awards from either internal or external sources
- Demonstrated positive attitude and spirit of service and cooperation
- Outstanding leadership record for developing/delivering of educational programs
- Significant contribution in developing/implementing improved work processes
- Other specific contributions to the success of the organization

Attachments:

Other Supporting Documentation (Optional)

Authorized Signature(s): _____ **Date:** _____

_____ **Date:** _____

President: _____ **Date:** _____

To be Completed by the Classification, Compensation & Recruitment Unit

Approved: **Approved \$:** _____ **Effective Date:** _____ **Disapproved:**

Comments: _____

CUOHR Authorized Signature: _____ **Date:** _____