

**From:** Academic Personnel <[academic.personnel@umass.edu](mailto:academic.personnel@umass.edu)>  
**Sent:** Thursday, October 6, 2022 3:26 PM  
**To:** Academic Personnel <[academic.personnel@umass.edu](mailto:academic.personnel@umass.edu)>  
**Subject:** Apply for Transition Funds

Dear Colleague,

Welcome to UMass! The University has set aside a small pool of funds to cover some of the costs that you may have incurred while transitioning to your new position at UMass. Eligible expenses include moving/relocation expenses, out-of-pocket healthcare costs, etc. If all of your relocation and other transition costs were already covered by the University, we ask that you not apply to this program so that others with greater need will receive a larger benefit.

If you wish to be considered for reimbursement:

1. Complete the attached electronic application and send it to [academic.personnel@umass.edu](mailto:academic.personnel@umass.edu).
2. Attach documentation of the expenses you incurred (receipts, credit card statements, invoices, etc.)

Submit the application by e-mail no later than 5:00pm on November 4, 2022. Applications received after that deadline will not be considered.

The funds awarded will be determined by the number of applications received. Notification of an award from this program will be received and the funds will be distributed in your regular pay in December 2022. Funds received will be taxable income.

If you have difficulty with the form, please contact [Academic.Personnel@umass.edu](mailto:Academic.Personnel@umass.edu).

Please do not forward this message. You have received it because we have identified you as a new benefitted UMass faculty member or librarian.

Welcome to UMass. We hope your transition has been successful and that this small additional benefit will make it even better.

Let us know of any questions or concerns.

Michael Eagen

Associate Provost  
Provost's Office