

Equity in Athletics Disclosure Act Report

Rutgers, The State University of New Jersey

Rutgers University – Newark

October 13, 2023

General Information

Rutgers University - Newark

Institution Name : Rutgers University-Newark

Address 1

249 University Avenue, Blumenthal Hall

Address 2 *(Optional)*

Blumenthal Hall

City

Newark

State

New Jersey

ZIP Code

07102

Phone

(973) 353-1766

Extension *(Optional)*

Institution Name Alias *(Optional)*

Rutgers, The State University of New Jersey; Rutgers, The State University; Rutgers University; Rutgers U; Rutgers; Rutgers–Newark; Rutgers, Newark; Rutgers Newark

Athletic Department

Rutgers University - Newark

Athletic Director Name

Mark Griffin

Address 1

Golden Dome Athletic Center

Address 2 (*Optional*)

42 Warren Street

City

Newark

State

New Jersey ▼

ZIP Code

07102

Phone

(973) 353-1458

Extension (*Optional*)

Chief Administrative Officer

Rutgers University - Newark

Admin Name

Jonathan Holloway

Title

President

Admin Email

president@rutgers.edu

Phone

(848) 932-7454

Extension (*Optional*)

Fax (*Optional*)

Designated Reporting Year

**Note: The reporting period must be 12 months. The dates for the reporting year should be consistent from year to year.*

Begins:

Ends:

07/01



/ 2022

06/30



/ 2023

Number of Full-time Undergraduates by Gender

The numbers below were reported on your institution's 2022-23 IPEDS Survey and should not be changed unless they were reported incorrectly to IPEDS. The numbers indicate the full-time certificate or degree-seeking total. If the numbers are incorrect, please call the EADA Help Desk.

	Number	Percent
Male full-time undergraduates	2896	46%
Female full-time undergraduates	3432	54%
Total full-time undergraduates	6328	100%

Athletic Sanctioning Body for the Designated Reporting Year (select one):

- ☐ NCAA Division I-FBS
- ☐ NAIA Division I
- ☐ CCCAA
- ☐ NCAA Division I-FCS
- ☐ NAIA Division II
- ☐ NWAC
- ☐ NCAA Division I without football
- ☐ NJCAA Division I
- ☐ USCAA
- ☐ NCAA Division II with football
- ☐ NJCAA Division II
- ☐ Independent
- ☐ NCAA Division II without football
- ☐ NJCAA Division III
- ☐ Other
- ☐ NCAA Division III with football
- ☐ NCCAA Division I



NCAA Division III without
NCAA

Update Status



NCAA Division II

Rutgers University - Newark

Date Completed: 9/14/2023

Updated

screens. However, because the survey system has to recalculate the totals, you must re-save every screen.

Sports Selection - Men's and Women's Teams

Select the varsity sports teams at your institution.

Sport	Men's	Women's	Sport	Men's	Women's
Archery	<input type="checkbox"/>	<input type="checkbox"/>	Badminton	<input type="checkbox"/>	<input type="checkbox"/>
Baseball	<input checked="" type="checkbox"/>		Basketball	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Beach Volleyball	<input type="checkbox"/>	<input type="checkbox"/>	Bowling	<input type="checkbox"/>	<input type="checkbox"/>
Cross Country	<input type="checkbox"/>	<input type="checkbox"/>	Diving	<input type="checkbox"/>	<input type="checkbox"/>
Equestrian	<input type="checkbox"/>	<input type="checkbox"/>	Fencing	<input type="checkbox"/>	<input type="checkbox"/>
Field Hockey		<input type="checkbox"/>	Football	<input type="checkbox"/>	
Golf	<input type="checkbox"/>	<input type="checkbox"/>	Gymnastics	<input type="checkbox"/>	<input type="checkbox"/>
Ice Hockey	<input type="checkbox"/>	<input type="checkbox"/>	Lacrosse	<input type="checkbox"/>	<input type="checkbox"/>
Rifle	<input type="checkbox"/>	<input type="checkbox"/>	Rodeo	<input type="checkbox"/>	<input type="checkbox"/>
Rowing	<input type="checkbox"/>	<input type="checkbox"/>	Sailing	<input type="checkbox"/>	<input type="checkbox"/>
Skiing	<input type="checkbox"/>	<input type="checkbox"/>	Soccer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Softball		<input checked="" type="checkbox"/>	Squash	<input type="checkbox"/>	<input type="checkbox"/>
Swimming	<input type="checkbox"/>	<input type="checkbox"/>	Swimming and Diving (combined)	<input type="checkbox"/>	<input type="checkbox"/>
Synchronized Swimming		<input type="checkbox"/>	Table Tennis	<input type="checkbox"/>	<input type="checkbox"/>
Team Handball	<input type="checkbox"/>	<input type="checkbox"/>	Tennis	<input type="checkbox"/>	<input type="checkbox"/>
Track and Field (Indoor)	<input type="checkbox"/>	<input type="checkbox"/>	Track and Field (Outdoor)	<input type="checkbox"/>	<input type="checkbox"/>

Track and Field
and Cross
Country
(combined)



Volleyball



Water Polo



Weight Lifting



Wrestling



Other Varsity
Sports (**Specify
sports in the
caveat box.)***



Caveat (Specify Other Varsity Sports):

*Use the caveat to list the "Other Varsity Sports" if you checked the box above. You should only include intercollegiate varsity sports in your EADA disclosures.

*The caveat on this screen is for internal use and does not appear on the EADA Dissemination Website (public site). If you want information to appear on the public site, enter it on the Athletic Participation screen.

If you save the data on this screen, then return to the screen to make changes, note the following:

- 1) If you select an additional team remember to include associated data for that sport on subsequent screens;
- 2) If you delete a sport but have already entered associated data on other screens, all associated data for that sport will be deleted from subsequent screens. However, because the survey system has to recalculate the totals, you must re-save every screen.

Athletics Participation - Men's and Women's Teams

Enter the number of participants as of the day of the first scheduled contest.

Varsity Teams

Men's Teams

Women's Teams

Baseball

40

Basketball	17	12
Soccer	46	28
Softball		22
Track and Field and Cross Country (combined)	60	48
Track and Field (Indoor)	21	15
Track and Field (Outdoor)	21	18
Cross Country	18	15
Volleyball	14	16
Total Participants Men's and Women's Teams	177	126
Unduplicated Count of Participants (This is a head count. If an individual participates on more than one team, count that individual only once on this line.)	140	93

CAVEAT

*For each men's or women's team that includes opposite sex participants, specify the number of male and the number of female students on that team in this caveat box.

This does not apply for coed teams.

*If you selected **Other Sports**, specify which team(s) are included.

*Additionally, provide any other clarifying information here.

If you save the data on this screen, then return to the screen to make changes, please note you must re-save every screen because the survey system has to recalculate the

Rutgers, The State University of New Jersey, Newark
Information for the Reporting Year: 2023

		Number of Participants		Number of Participants Participating on a Second Team		Number of Participants Participating on a Third Team	
Sport	Coed Teams	Men's Teams	Women's Teams	Men's Teams	Women's Teams	Men's Teams	Women's Teams
Baseball		40					
Basketball		17	12		4		2
Cross Country		18	15	18	14	17	12
Soccer		46	28				
Softball			22				
Tennis							
Track, Indoor		21	15	20	15	17	12
Track, Outdoor		21	18	19	17	17	13
Volleyball		14	18		5		4
Others							
Total Participants		177	128	57	55	51	43
Unduplicated Count of Participants		140	93				

Head Coaches - Men's Teams

For each men's team, indicate whether the head coach is male or female, was assigned to the team on a full-time or part-time basis, and whether the coach was employed by the institution on a full-time basis or on a part-time or volunteer basis, by entering a 1 in the appropriate field.

The Swimming and Diving (combined) fields allow up to 2 head coaches. The Track and Field and Cross Country (combined) fields allow up to 3.

Male Head Coaches

Female Head Coaches

Varsity Teams	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Total Head Coaches
Baseball	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>
Basketball	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>
Soccer	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>
Track and Field and Cross Country (combined)	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>
Volleyball	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>
Coaching Position Totals	<input type="text" value="0"/>	<input type="text" value="5"/>	<input type="text" value="4"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="5"/>

CAVEAT

Head Coaches - Women's Teams

For each women's team, indicate whether the head coach is male or female, was assigned to the team on a full-time or part-time basis, and whether the coach was employed by the institution on a full-time basis or on a part-time or volunteer basis, by entering a 1 in the appropriate field.

The Swimming and Diving (combined) fields allow up to 2 head coaches. The Track and Field and Cross Country (combined) fields allow up to 3.

Male Head Coaches

Female Head Coaches

Varsity Teams	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Total Head Coaches
Basketball	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>
Soccer	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>
Softball	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>
Track and Field and Cross Country (combined)	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>
Volleyball	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="1"/>
Coaching Position Totals	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="3"/>	<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="5"/>

CAVEAT

Head Coaches' Salaries - Men's and Women's Teams

Enter only salaries and bonuses that your institution pays head coaches as compensation for coaching. Do not include benefits on this screen.
Do not include volunteer coaches in calculating the average salary and the Full-Time Equivalent (FTE) Total.
For help calculating the FTE total click on the Instructions link on this screen.

Men's Teams **Women's Teams**

Average Annual Institutional Salary per Head Coaching Position (for coaching duties only)	55,032	46,134
Number of Head Coaching Positions Used to Calculate the Average	5	5
Number of Volunteer Head Coaching Positions (Do not include these coaches in your salary or FTE calculations.)	0	
Average Annual Institutional Salary per Full-time equivalent (FTE)	79,756	62,344
Sum of Full-Time Equivalent (FTE) Positions Used to Calculate the Average	3.45	3.70

CAVEAT

Assistant Coaches - Men's Teams

For each men's team, indicate whether the assistant coach is male or female, was assigned to the team on a full-time or part-time basis, and whether the coach was employed by the institution on a full-time basis or on a part-time or volunteer basis, by entering a 1 in the appropriate field.

Male Assistant Coaches

Female Assistant Coaches

Varsity Teams	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Total Assistant Coaches
Baseball	<input type="text"/>	<input type="text" value="3"/>	<input type="text"/>	<input type="text" value="3"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="3"/>
Basketball	<input type="text"/>	<input type="text" value="5"/>	<input type="text"/>	<input type="text" value="5"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="5"/>
Soccer	<input type="text"/>	<input type="text" value="7"/>	<input type="text"/>	<input type="text" value="7"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="7"/>
Track and Field and Cross Country (combined)	<input type="text"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="3"/>
Volleyball	<input type="text"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="3"/>
Coaching Position Totals	<input type="text" value="0"/>	<input type="text" value="19"/>	<input type="text" value="0"/>	<input type="text" value="19"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="21"/>

CAVEAT

Assistant Coaches - Women's Teams

For each women's team, indicate whether the assistant coach is male or female, was assigned to the team on a full-time or part-time basis, and whether the coach was employed by the institution on a full-time basis or on a part-time or volunteer basis, by entering a 1 in the appropriate field.

Male Assistant Coaches

Female Assistant Coaches

Varsity Teams	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Total Assistant Coaches
Basketball	<input type="text"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="3"/>
Soccer	<input type="text"/>	<input type="text" value="4"/>	<input type="text"/>	<input type="text" value="4"/>	<input type="text"/>	<input type="text" value="3"/>	<input type="text"/>	<input type="text" value="3"/>	<input type="text" value="7"/>
Softball	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="4"/>	<input type="text"/>	<input type="text" value="4"/>	<input type="text" value="4"/>
Track and Field and Cross Country (combined)	<input type="text"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="3"/>
Volleyball	<input type="text"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text" value="2"/>
Coaching Position Totals	<input type="text" value="0"/>	<input type="text" value="9"/>	<input type="text" value="0"/>	<input type="text" value="9"/>	<input type="text" value="0"/>	<input type="text" value="10"/>	<input type="text" value="0"/>	<input type="text" value="10"/>	<input type="text" value="19"/>

CAVEAT

Assistant Coaches' Salaries - Men's and Women's Teams

Enter only salaries and bonuses that your institution pays assistant coaches as compensation for coaching. Do not include benefits on this screen.

Do not include volunteer coaches in calculating the average salary and the Full-Time Equivalent (FTE) Total.

For help calculating the FTE total click on the Instructions link on this screen.

	Men's Teams	Women's Teams
Average Annual Institutional Salary per Assistant Coaching Position (for coaching duties only)	5,480	4,385
Number of Assistant Coaching Positions Used to Calculate the Average	19	18
Number of Volunteer Assistant Coaching Positions (Do not include these coaches in your salary or FTE calculations.)	2	1
Average Annual Institutional Salary per Full-time equivalent (FTE)	21,919	17,539
Sum of Full-Time Equivalent (FTE) Positions Used to Calculate the Average	4.75	4.50

CAVEAT

Athletically Related Student Aid - Men's and Women's Teams

Athletically related student aid is any scholarship, grant, or other form of financial assistance, offered by an institution, the terms of which require the recipient to participate in a program of intercollegiate athletics at the institution. Other student aid, of which a student-athlete simply happens to be the recipient, is not athletically related student aid. If you do not have any aid to report, enter a 0.

Men's Teams

Women's Teams

Total

Amount of Aid

0

0

0

Ratio (percent)

0

0

100%

CAVEAT

Recruiting Expenses - Men's and Women's Teams

Recruiting expenses are all expenses an institution incurs attributable to recruiting activities. This includes, but is not limited to, expenses for lodging, meals, telephone use, and transportation (including vehicles used for recruiting purposes) for both recruits and personnel engaged in recruiting, and other expenses for official and unofficial visits, and all other expenses related to recruiting. If you do not have any recruiting expenses to report, enter a 0.

Men's Teams

Women's Teams

Total

Total

15,948

14,446

30,394

CAVEAT

Operating (Game-Day) Expenses - Men's and Women's Teams by Team

Operating expenses are all expenses an institution incurs attributable to home, away, and neutral-site intercollegiate athletic contests (commonly known as "game-day expenses"), for (A) Lodging, meals, transportation, uniforms, and

Rutgers University Newark

equipment for coaches, team members, support staff (including, but not limited to team managers and trainers), and others; and (B) Officials.

For a sport with a men's team and a women's team that have a combined budget, click [here](#) for special instructions.

Report actual numbers, not budgeted or estimated numbers. Please do not round beyond the next dollar.

Men's Teams				Women's Teams			
Varsity Teams	Participants	Operating Expenses per Participant	By Team	Participants	Operating Expenses per Participant	By Team	Total Operating Expenses
Basketball	17	3,659	62,210	12	2,838	34,052	96,262
Baseball	40	3,229	129,164				129,164
Soccer	46	1,307	60,099	28	1,449	40,568	100,667
Softball				22	3,988	87,738	87,738
Track and Field and Cross Country (combined)	60	1,946	116,742	48	1,555	74,638	191,380
Volleyball	14	4,590	64,266	16	2,025	32,397	96,663
Total Operating Expenses Men's and Women's Teams	177		432,481	126		269,393	701,874

CAVEAT

Note: This screen is for game-day expenses only.

Total Expenses - Men's and Women's Teams

Enter all expenses attributable to intercollegiate athletic activities. This includes appearance guarantees and options, athletically related student aid, contract services, equipment, fundraising activities, operating expenses, promotional activities, recruiting expenses, salaries and benefits, supplies, travel, and any other expenses attributable to intercollegiate athletic activities.

Report actual numbers, not budgeted or estimated numbers. Please do not round beyond the next dollar.

Varsity Teams	Men's Teams	Women's Teams	Total
Basketball	230,148	129,706	359,854
Baseball	257,295		257,295
Soccer	229,583	145,970	375,553
Softball		204,172	204,172
Track and Field and Cross Country (combined)	206,528	157,066	363,594
Volleyball	108,778	90,742	199,520
Total Expenses of all Sports, Except Football and Basketball, Combined	802,184	597,950	1,400,134
Total Expenses Men's and Women's Teams	1,032,332	727,656	1,759,988
Not Allocated by Gender/Sport (Expenses not attributable to a particular sport or sports)			1,421,499
Grand Total Expenses			3,181,487

CAVEAT

Total Revenues - Men's and Women's Teams

Your total revenues must cover your total expenses.

Enter all revenues attributable to intercollegiate athletic activities. This includes revenues from appearance guarantees and options, an athletic conference, tournament or bowl games, concessions, contributions from alumni and others, institutional support, program advertising and sales, radio and television, royalties, signage and other sponsorships, sport camps, state or other government support, student activity fees, ticket and luxury box sales, and any other revenues attributable to intercollegiate athletic activities.

Report actual numbers, not budgeted or estimated numbers. Please do not round beyond the next dollar.

Varsity Teams	Men's Teams	Women's Teams	Total
Basketball	233,335	130,906	364,241
Baseball	268,161		268,161
Soccer	230,691	145,970	376,661
Softball		206,832	206,832
Track and Field and Cross Country (combined)	206,528	157,606	364,134
Volleyball	108,778	90,742	199,520
Total Revenues of all Sports, Except Football and Basketball, Combined	814,158	601,150	1,415,308
Total Revenues Men's and Women's Teams	1,047,493	732,056	1,779,549
Not Allocated by Gender/Sport (Revenues not attributable to a particular sport or sports)			1,421,499
Grand Total for all Teams (includes by team and not			3,201,048

CAVEAT

Summary - Men's and Women's Teams

Your Grand Total Revenues must be equal to or greater than your Grand Total Expenses or you will not be able to lock your survey.

	Men's Teams	Women's Teams	Total
1 <u>Total of Head Coaches' Salaries</u>	275,160	230,670	505,830
2 <u>Total of Assistant Coaches' Salaries</u>	104,120	78,930	183,050
3 <u>Total Salaries (Lines 1+2)</u>	379,280	309,600	688,880
4 <u>Athletically Related Student Aid</u>	0	0	0
5 <u>Recruiting Expenses</u>	15,948	14,446	30,394
6 <u>Operating (Game-Day) Expenses</u>	432,481	269,393	701,874
7 <u>Summary of Subset Expenses (Lines 3+4+5+6)</u>	827,709	593,439	1,421,148
8 <u>Total Expenses for Teams</u>	1,032,332	727,656	1,759,988
9 <u>Total Expenses for Teams Minus Subset Expenses (Line 8 – Line 7)</u>	204,623	134,217	338,840

10	<u>Not Allocated Expenses</u>			1,421,499
11	<u>Grand Total Expenses (Lines 8+10).</u>			3,181,487
12	<u>Total Revenues for Teams</u>	1,047,493	732,056	1,779,549
13	<u>Not Allocated Revenues</u>			1,421,499
14	<u>Grand Total Revenues (Lines 12+13).</u>			3,201,048
15	<u>Total Revenues for Teams minus Total Expenses for Teams (Line 12-Line 8).</u>	15,161	4,400	19,561
16	<u>Grand Total Revenues Minus Grand Total Expenses (Line 14- Line 11).</u>			19,561

To return to a data entry screen, click on the link in the [Navigation Menu](#).

To proceed to the Supplemental Information screen, click on the link in the [Navigation Menu](#) or click on the "Next" button on this screen.

Supplemental Information (optional)

This screen may be used to help the reader better understand the data you have provided, or to help a prospective student-athlete make an informed choice of an athletics program.

This information will be viewable on the EADA public website. Please do not include the names of individuals or write messages to the help desk.

To explain specific data entered on a previous screen, please use the caveat box on that screen.