

## Emory College of Arts and Sciences Research Enhancement Program: Academic Year Salary Recovery

Emory College is committed to support of research and scholarship. The Research Enhancement Program (REP) provides research and scholarship support to individual faculty members and their departments, as well as fosters continued development of the research enterprise College wide.

**Academic Year Salary** is one component of the larger REP. **This component is available to faculty with externally sponsored research grants that permit recovery of academic year.**

### I. Background

External sponsors of research recognize the effort that investigators devote to their projects. It is routine practice to charge external sponsors for effort that faculty devote during the summer months, and for the faculty to receive summer salary in return. Many sponsors also permit investigators to charge for effort that they devote to projects during the academic year. When this option is available, the College encourages faculty to exercise it in order to recover a portion of their academic year salary that otherwise would be covered by the College. In all cases, the amount of effort charged to a sponsor must be commensurate with the amount of effort devoted to the sponsor's project. When faculty exercise either of these options, College expenditures are reduced.

**Through the REP, a portion of the savings will be returned directly to the faculty investigator and her/his College department.** The balance will be invested in research infrastructure and support, in the form of seed funds for new individual and collaborative projects that will lead to new external funding, bridge funds for faculty between external awards, support for centers, and so forth.

#### A. 2006 "Emory College Academic Year Salary Recovery Policy" (60/10/30)

*Eligible awards* are those on which the College faculty member is an Investigator.

When a faculty member receives a portion of her/his academic year salary from a research sponsor, and the funds are not used for a course release, a portion of funds liberated from the College personnel budget will be deposited into a discretionary research account for use by the investigator. Sixty- percent of the available liberated funds will go to the investigator; 10% will go to her/his department. The remaining 30% of funds will be invested in research infrastructure and support, as described above. Eligible funds are those applied to salary; fringe benefits are excluded from the recovery program.

Example: Professor A devotes 10% effort to her/his NIH grant throughout the academic year. Consistent with University and agency policy, Professor A charges the NIH for salary (and fringe benefits) commensurate with that effort: On her/his academic year salary of \$100,000, Professor A recovers \$10,000. Professor A is eligible for Academic Year Salary Recovery. **S/he will receive 60% of the savings (\$6,000) in a research account; her/his department will receive 10% of the savings (\$1,000). (There is no return on the portion of recovery applied to fringe benefits.)**

#### B. 2010 "Emory College Academic Year Salary Recovery Policy" (5% for 3 of 9)

*Eligible awards* are those on which the College faculty member is an Investigator.

The College has developed the “5% for 3 of 9” program in order to lessen any negative impact that the effort cap may have on faculty who otherwise might charge 100% summer effort to a sponsored project. The “5% for 3 of 9” program provides a means of claiming the remaining 5%, thus permitting 100% compensation. Faculty who plan to devote 95% effort to a sponsored project (or projects) during the summer may secure the remaining 5% salary from release funds arising through academic-year salary (and fringe benefit) recovery. **A faculty member who devotes effort and charges academic year salary (and FB) to a sponsored account of at least 5% for 3 of the 9 months of the academic year (or 2% of her/his 9-month base salary/FB) will save the College sufficient budget funds to allow payment by the College of 5% of salary during the summer months.** The 5% summer effort may be used for research, teaching, and/or administrative work, including University service, teaching preparation, proposal writing, and conference attendance.

**The “5% for 3 of 9” program requires that salary (and fringe benefits) be saved in advance.**

Example 1: Professor X has an NIH grant to which s/he devotes 95% effort for June, July, and August (the summer effort quarter). S/he charges the grant for 95% of 1/9 of base salary (plus fringe benefits) for each summer month. Because Professor X also devoted 5% effort to the project during 3 months of the academic year, s/he recovered from NIH the salary (and FB) associated with that effort. The College applies the savings to summer salary for Professor X, thus bringing her/his total compensation to 100%.

## **II. Initiating Participation in the Academic Year Salary Recovery Component of the Research Enhancement Program**

Whether the faculty member chooses Option A or Option B, to initiate participation, the faculty member must fill out and turn into the Emory College Office of Research Funding and Support (ORFS) the **Academic Year Salary Recovery Form** (see <http://college.emory.edu/research-funding-support/documents/aysalaryrecoveryform.pdf>).

The funds will be placed in an unrestricted account and can be used for appropriate research-related endeavors by the faculty member/department. Although these funds *cannot* be used to supplement salary beyond a 12-month limit in any one year, they may be accrued and used for summer salary support in future years when external funding is not obtained. In situations in which there is simultaneous academic year salary recovery and course release, the latter is addressed independently in the Course Release Policy. **Note that the contributions to the faculty member/ department can be made only after the salary-already has been recovered. Contributions are made after the fact at the end of Fall Semester of the year following the recovery.**

## **III. Changing Salary Distribution to Reflect Academic Year Salary Recovery**

The **Academic Year Salary Recovery Form** does *not* make the necessary change in payroll distribution required to channel salary funds from externally funded accounts into faculty payroll. To change payroll distribution and initiate the Research Enhancement Program contribution, the investigator or appropriate administrative personnel must contact the College Office to request a HRAF change.