

COLLEGE OF ARTS AND SCIENCE
POLICIES & PROCEDURES
Sponsored Research Incentive Program

To communicate the purpose, percentages, and methodology for allocations of funding that are dependent upon sponsored research activities and distributed at least annually to the Principal Investigators and their Departments as internally designated funds.

PURPOSE

As part of its commitment to maximizing support for faculty research, the College of Arts and Science has developed and adopted the CAS Policy for Sponsored Research Incentive Program (SRIP). The policy establishes the criteria by which an equivalent return will be calculated and credited to each Principal Investigator and his/her Department based upon a ratio of total direct expenditures to total project expenditures funded by the external sponsor.

POLICY and PROCEDURE

Over the course of each fiscal year, the CAS SRIP program is based on an equivalent return of twelve percent (12%), calculated as follows:

$$(1 - \text{current direct amount} / \text{current total amount}) \times \text{current total amount} \times 12\%$$

Eight percent (8%) will be credited to the Principal Investigator's research funds, while four percent (4%) will be credited to the Principal Investigator's Department to be used at the discretion of the chair.

1. "Principal Investigator" includes the lead investigator and co-investigator(s), except where the lead investigator on a research award does not meet the definition of a principal investigator under the A&S SRIP policy (please see the following number 2 below).
2. Expressly for the purposes of the SRIP policy, a qualifying "Principal Investigator" or "Co-Investigator" must be a tenured or tenure-track faculty member (Assistant Professor, Associate Professor, or Professor) or a non-tenure track research faculty member (Research Assistant Professor, Research Associate Professor, or Research Professor).
3. Any externally sponsored research award will be included in the SRIP calculation, subject to section #4 of this policy.
4. Only research¹ awards assigned² (grants, contracts, and sub-awards) to the college will be included in the calculation.

¹"Research awards" excludes training grants as well other sponsored (non-research) projects, as defined by the University's proposal development software.

²When an award is received by another Vanderbilt school and A&S participates in the project via budgeted direct costs, a sub center should be established in order for A&S to budget costs attributable to A&S' participation. Likewise, A&S will establish a sub center for the participation of a non-A&S department, when applicable.

5. CAS SRIP funds allocated to the PI and his/her Department shall be designated as internally-designated funds, for which the unspent balance at the end of Vanderbilt's fiscal year will carry forward to the following fiscal year.

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6. Expenditures of CAS SRIP funds allocated to the PI are subject to the current A&S policy “Research Funding Guidelines.”
7. CAS SRIP funds allocated to the PI are available to the PI during their time at Vanderbilt. Upon the PI’s separation from Vanderbilt, SRIP funds attributable to the PI revert to their Vanderbilt department.
8. As of the effective date of this policy, this SRIP policy supersedes all other individual agreements regarding returns on research funding between or among the College, Departments, and faculty members, with the following exception:

- (a) Academic year effort proposed and budgeted on externally sponsored awards in accordance with the previous SRIP policy³ may be included in the SRIP calculation through the end date of a sponsored project’s *current award (budget) cycle*, not to exceed three years from July 1, 2017. This will be in lieu of the new SRIP calculation for these eligible projects.

³*Current SRIP policy returns \$0.25 per dollar of AY effort charged to externally-sponsored projects.*

- OR -

- (b) A PI or Co-I may elect to include their existing research awards under the new SRIP policy. Once this election is made, it may not be reversed.
 - If option (b) is chosen, the PI or Co-I will have the option of cost sharing the academic year effort⁴ budgeted but not yet charged, and then re-budgeting the unspent academic year salary and fringe dollars to other budget categories.

⁴*Unless separate approval is received, the faculty research effort during the academic year that is subject to cost sharing is limited to 50% of a faculty member’s total nine-month effort.*

9. Although the SRIP credit will no longer be based on the amount of academic year effort charged to *new* externally sponsored agreements received by the tenure or tenure-track faculty member, the following remains allowable:
 - A faculty member should continue to budget academic year effort on externally sponsored agreements as necessary for the scope of each project.
10. The College of Arts and Science reserves the right to suspend the Sponsored Research Incentive Program in the event external sponsors, such as the federal government, alter their funding parameters to affect total direct expenditures and/or total expenditures in a manner deemed significant by the College or University.

EFFECTIVE DATE

Effective: December 1, 2017

Last Revised: September 2017