OFFICE OF THE DEAN

LIBERAL ARTS
TEXAS A&M UNIVERSITY

Guideline for Distribution of Salary Savings Generated from Externally Funded Research or Contract

External funds support sponsor-approved research objectives and often involve faculty time and effort during the academic year. Salary savings generated during the nine-month academic year can be used to support research program costs similar to facilities and administrative (F&A)* returns. These funds are typically distributed to meet the research obligations of the college, departments, and PI.

- PI research obligations include: research program costs, including but not limited to equipment and lab maintenance
- Department research obligations include: start-up and bridge funding
- College research obligations include: NIH salary cap cost-sharing, research development, and start-up

The College of Liberal Arts will distribute generated salary savings from externally funded research or contracts as follows: PI 20%, Department 30%, College 50%. Department heads may allocate returns at their discretion. Salary savings returns will be reviewed and reconciled at fiscal year-end.

Unlike salary savings from external grants and contracts, administrative salary savings are unit-specific (i.e., the institution does not incur savings). Whereas only research-active faculty generate salary savings from effort on grants and contracts during the academic year, faculty in administrative appointments may or may not have active research programs. For these reasons, salary savings generated by an administrative appointment will be handled on a case-by-case basis.

This guideline does not apply to faculty fellowships, awards, or course buyouts. This guideline will be reviewed and updated as necessary.

*The current F&A distribution is: PI 10%, Department 15%, Research Development Fund (RDF) 15%, College 20%, Sponsored Research Services (SRS) 20%, and Vice President for Research (VPR) 20%.