



**Research Support Program (RSP) Guidelines
9/27/2015**

The University of Utah College of Social and Behavioral Science is a research-intensive academic unit of a major public research university. The College has considerable breadth and depth of expertise and is well positioned to advance its research portfolio. Consistent with an initiative to increase extramural research funding and related scholarship in the College, several goals have been identified, including increases in: (1) extramural funding for research, (2) the number of active faculty principal investigators, (3) the number of grant submissions, (4) interdisciplinary research teams, and (5) the number and impact of scholarly publications that enhance our reputation, visibility, and overall scientific contribution. All of these indicators are also important elements in the National Research Council rankings for doctoral programs housed within the College and metrics used by Academic Analytics. The RSP program hopes to recognize and provide rewards for successful scholarship in the College, with an effort to establish some consistency across departments and all units in how we provide both time and incentives to grow the research enterprise in the College.

This Research Support Program will be funded by returned overhead [indirects or the percent returned to the university for facilities and administration (F&A)] from funded research and training grants and is dependent on an ongoing revenue stream from this source. Regular and paid auxiliary faculty members are eligible for awards under this policy. Faculty must be employed in the CSBS at the time of the distribution of any incentive funds. In order to qualify for the RSP, all grants must be submitted through the college in accordance with the guidelines outlined by the CSBS Office of Research Administration:

http://csbs.utah.edu/_documents/ora/csbs-grant-submission-guide.pdf

We are pleased with the effect the program has had increasing the number of proposals submitted and two consecutive years of record funding levels for the college. We are making modifications to the program to increase the freedom for PIs to maintain successfully funded research program by supplying a portion of returned overhead directly into their research development accounts. This will allow PIs to respond to future funded research opportunities. The four different opportunities within the Research Support Program are described below:

1. Proposal submission incentive The PI on proposals that will generate F&A for the college and are submitted through CSBS will receive the incentive listed below. In addition, money will be available to have grant proposals pre-reviewed by a consultant outside the University (\$200 per review for the consultant). The consultant must be an expert in the area of the grant proposal and preferably a person who has served on a review panel at the agency where the grant is being submitted.

For each F&A generating proposal submitted

≥ \$250,000	\$ 500
>\$100,000 and < \$250,000	\$ 250
up to \$100,000	\$ 100

2. Returned overhead to Faculty

Faculty that are credited with grant expenditures that produce F&A will receive 1% of the F&A generated from those expenses. These values will be based on reports from the VP for Research. Transfers of these funds into faculty research development accounts will be done in late summer based on expenditures from July 1st to June 30th of the recently completed academic year. If the amount returned to the faculty is less than \$100, it will be credited towards the following year's total.

3. Research Pilot Program (RPP)

RPP requests can be made at any time and there is no standard format for RPP requests, nor are there any submission deadlines. RPP funds can be used to enhance the investigator's ability to attract and retain grant funding and can be used for any designated purpose with appropriate justification. Such purposes can include small pilot funding (of a size that is smaller than that available by the University Research Committee or Incentive programs) or for an RA to code data that could be used as pilot data for a grant. Investigators should make requests directly to Associate Dean for Research Rick Forster in whatever format is easiest and most efficient. Funding decisions will be made by the dean's office, with assistance from the Research Committee as needed. Priority will be given to requests that foster an externally submitted grant.

- Seed grant (up to \$7,500)
- Miscellaneous (up to \$1,000)

4. Interdisciplinary Research Pilot Program (IRPP)

- Seed grant (up to \$10,000)
- Collaboration building events (up to \$3,000)
- Miscellaneous (up to \$1,000)

For details see (<http://csbs.utah.edu/IRPP-2015-about.pdf>)

Payments to Faculty for Grant Submissions

Payouts for qualifying submitted grants will be made into faculty research development accounts in late summer based on submission from July 1st to June 30th of the recently completed academic year. The PI can choose to share the award with co-Investigators. Once funds are allocated, expenditures will be at the discretion of the investigator but should be targeted toward enhancing research/scholarship activities and productivity, broadly defined.

- a) Development funds will be transferred into a faculty development account and designated for individual faculty use.
- b) Qualifying grants include all peer-reviewed extramural grants.
- c) If there are multiple PIs, awards are based on the assumption of equal effort and the award is divided equally among PIs. If one or more co-PIs are not CSBS faculty members, the award to CSBS faculty member will be proportional to the equally divided effort.

Notes:

- a) *It is expected that faculty will use their existing development funds to support their professional and research endeavors before requesting funds centrally. It is expected that development funds should be used for professional and faculty development activities. These may include purchases such as computer and office equipment, books and subscriptions, lab supplies, research assistants, participant incentives and cash payments, food or other expenses related to study support, professional seminars and travel, etc. Faculty will be asked to identify whether they have development funds available when applying for travel, financial support from the College, or other central support.*
- b) *An accountability system will be in place for the use of RSP funds. Failure to produce and submit a grant when pilot funds have been allocated will result in no future of RPP funds.*

- c) *The RSP can be reviewed, modified and amended on an as-needed basis, but will be reviewed at least annually.*
- d) *Given the nature of teaching demands and variability across departments, Department Chairs will reserve the right to approve course releases allowed under RSP funding.*