



Research Incentive Program (RIP) Guidelines

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 be one of the most research productive units in the University. 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 both grant submissions and funded grants, and (4) 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. The RIP 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. In accordance with the RIP, the role and function of the CSBS Research Committee will be expanded.

This incentive 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, but must be pre-approved in the Dean's office prior to submission. Faculty must be employed in the CSBS at the time of the distribution of any incentive funds. In order to qualify for the RIP, all grants must be submitted through the college in accordance with the guidelines outlined by the CSBS Office of Research Administration:

<http://www.csbs.utah.edu/ora/CSBS%20grant%20submission%20guide.pdf>

1. Establishing PI Development Accounts

Payouts for qualifying submitted grants will be made in the semester following the actual submission, i.e. there will be two payout periods each year, in the early spring semester for fall submissions and in the early fall semester for previous academic year spring submissions. Stipend payouts for awarded grants will be made annually to Principal Investigators in the late summer for activities in the previous academic year. This is "delayed" for a year since returned overhead is only transferred to the college after a full fiscal year of grant activity is completed. The PI can choose to share the award with others. 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.

- d) Returned overhead will be 1% per year (i.e. 6% of the total amount returned to the College). Possible increases in this amount will be based on the success of stimulus efforts. Naturally, only grants that generate indirect dollars will be eligible for research incentive funds.
- e) During the initial phase of the RIP funding will be provided per submission and award. A maximum of two submissions per year will be allowed for incentive funds. It is anticipated that per submission and award stipends would be altered in the coming years (and for some departments eliminated). In particular, as the returned overhead to PI's and departments increase, award funds would be concentrated on those departments and faculty members that have less access to grants that carry indirect dollars.

For each peer-reviewed grant submitted

≥ \$250,000	\$ 500
\$101,000 to \$250,000	\$ 250
up to \$100,000	\$ 100

For each peer-reviewed grant awarded

≥\$250,000	\$1000
\$50,000 to \$249,000	\$ 500

**The total amount received for a funded grant would be \$1,500(submission amount + award amount).*

2. Format of RIP Requests

There is no standard format for RIP requests, nor are there any submission deadlines. RIP funds can be used to enhance the investigators ability to be attract and retain grant funding and be used for any designated purpose with appropriate justification. Investigators should make requests directly to the dean's office 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.

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 RIP funds. Failure to produce and submit a grant when funds have been allocated will result in the faculty member having an increased teaching load in the subsequent semester in order to offset or "repay" the funds allocated.*
- c) *The RIP 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 RIP funding.*
- e) *If RIP funds were used to develop a grant application (e.g. funded course release to submit a grant), faculty are not eligible for the submission stipend, as the college has already "paid" for the submission.*

