

Dorothy F. Schmidt College of Arts and Letters Research Incentive Program

The Dorothy F. Schmidt College of Arts and Letters (DFSCAL) Research Incentive Program is based on the principle that external funding opportunities enhance the overall academic objectives and activities of the College. This College Research Incentive Program is developed from the guidelines established by the Division of Research Sponsored Research Incentive Policy. The DFSCAL Research Incentive Program is designed to provide enhanced benefits to faculty who engage in externally funded scholarly activities.

In order to benefit from the DFSCAL Research Incentive Program, faculty salary must be state-funded, tenured or tenure track, and on a 9-12 month assignment. The faculty member must request a percentage of their total contract salary from the funding agency, consistent with the amount of their time/effort. The College incentive pool funds come from salary savings when faculty charge their salary on externally funded projects. These funds, referred to as research incentive funding (RIF) may be used for course buy-outs, travel, equipment, faculty salary enhancements, graduate student support, and other activities that may enhance the academic environment of the College.

If the above requirements have been met:

- A DFSCAL state-funded faculty member will have access to 75% of state funds recovered in association with their participation in an externally funded academic activity.
- These funds may be used to support travel, equipment, graduate students, faculty salary enhancements, or other approved activities that enhance the College's academic mission. The amount that may be allocated as a salary enhancement may not exceed 25% of the faculty member's academic year base salary
- Release time for course buy-outs must be used before RIF becomes available for any other of the above-stated purposes. The College will keep the portion of the recovered state appropriated funds to cover the costs of hiring an adjunct, or otherwise replacing the course(s) corresponding to the faculty member's release time. Course buy-outs must be approved by the department chair or director. Any more than two course buy-outs in an academic year must be approved by the college dean.
- The receipt of a salary enhancement may never alter the faculty's base or contract salary.
- As 75% of recovered state funds will be available to the faculty member, 25% of the recovered state funds in association with the externally funded academic activity will be used to enhance the overall academic mission of the College, to be determined by the college dean and the department chair or school director. Of this recovered 25 percent, 15% will be allocated to the College and 10% will be allocated to the department or school. In order for the department or school to receive the 10% allocation, the

department chair or school director must provide a written plan for use of the funding and how it will be used to enhance the academic mission of that department or school. This written plan must be approved by the college dean in order to release the funding to the department or school.

- The RIF become active after 6 months of active external funding. Funds will be payable in December and May, for the previous 6 months of activity. RIF will be payable with the last pay period of the fall and spring semester, respectively, as long as the faculty member remains on the payroll at both times in a given year.
- For 9-month faculty, the DFSCAL Research Incentive Program does not apply to summer. All summer stipends are to be allocated before the Research Incentive Program becomes active.
- Research salary is capped consistent with the NIH salary cap. Effective January 5, 2020 the NIH salary cap is \$197,300.
- Salary recovered from separate State of Florida grants cannot be used in the Research Incentive Program (state dollars cannot replace state dollars).
- The faculty member continues to perform assigned teaching, research, and service obligations during the academic year.
- Receipt of the funding from the Research Incentive Program requires a contract, signed by the faculty member, department chair or school director, and the college dean.

Example of Research Incentive Program (please note that the numbers used in this example are for ease of understanding and do not include items such as fringe benefits that will need to be calculated when finalizing an actual research incentive plan).

A faculty member receives a grant from a federal agency. The faculty member's yearly salary is \$70,000. The faculty member requested 10% of their total contract salary for their time/effort from the funding agency. The state funds recovered from this faculty member's participation in this externally funded academic activity are \$7,000. Seventy-five percent of the \$7,000, or \$5,250 is available to the faculty member as part of the Research Incentive Program. The faculty member requested one course buy-out to work on the grant. The College will retain \$3000 to hire an adjunct to replace the faculty member's teaching for that course. The faculty member will have access to \$2250 for travel, equipment, graduate student support, faculty salary enhancement, or other approved activity. If the faculty decides to use this funding for faculty salary enhancement, the funds will be available 6 months after the activation of the grant. If the

grant period begins May 1, faculty would receive \$1,125 in December of that year and \$1,125 in May of the following year. The college will receive 25 percent, or \$1750, of the state funds recovered from this faculty member's participation in this externally funded activity. The department chair or school director may request a total of 10 percent, or \$700, with a written plan describing how it will be used to enhance the academic mission of the department or school, to be approved by the college dean.