

UT COLLEGE OF VETERINARY MEDICINE FACULTY INCENTIVE PLAN

Faculty of the UT College of Veterinary Medicine (CVM) will have the opportunity to supplement their UT salary through the CVM Incentive Plan (Plan). This Plan is in compliance with the policies and Incentive Plan of the UT Institute of Agriculture. [Click here for the Faculty Incentive Application](#) (PDF can be filled in online and printed out for signatures).

PURPOSE

The purpose of the Plan is to enhance the quantity and quality of CVM programmatic output by increasing the level of sponsored programs. The mechanism for doing so is to provide a salary incentive for faculty who are effective in securing extramural funds. Associated effects will be to 1) retain and compete effectively for grant-competitive faculty, and 2) stimulate scholarly activity associated with becoming grant competitive.

PROVISIONS

To engage in the Plan, a faculty member will include all or a part of his/her own base UT salary and fringe benefits in a grant or contract budget. At the end of the fiscal year, the salary support for each faculty member will be evaluated to determine if eligibility criteria have been met. If so, a one-time payment to the faculty member will be made during the period October through November. The rate will be one-half of the salary paid by the grant. For example, if a faculty member's base salary is \$60,000 and grant funds pay six months of that salary, the incentive payment would be \$15,000 [$\$60,000 \times 0.5$ (for 6 months) $\times 0.5$ (at 50% rate)]. The payment will be subject to withholding for appropriate taxes and benefits. The faculty member may request that all or a part of the incentive be transferred to a research support fund in lieu of a salary payment.

CRITERIA

ELIGIBILITY

Participation in the Plan is limited to faculty and CVM professionals whose base salaries are paid from unrestricted accounts and who serve as principal investigators (PI) or co-investigators on qualified sponsored projects. Participation requires the approval of both the Department Head and Dean and is contingent on the needs of the Department/College and upon meeting the criteria and purpose of the Plan.

QUALIFYING PROJECTS

* Any sponsored project, grant, or contract through the CVM that pays full F&A costs will be eligible.

* Projects sponsored through external agencies with uniform, policy-based F&A rates less than the CVM rate will be eligible provided the rate is 10% or greater.

* Clinical trials and contracts that provide all patient costs and a minimum of 10% F&A will be eligible.

* Eligibility of projects providing substantial base salary recoveries (anticipated at 33% or greater) but less than 10% F&A will be determined following a petition for waiver of the minimum F&A rate by the principal investigator.

* Eligibility of projects involving cost-sharing of direct expenditures may be negotiated based on the purpose and amount of cost-sharing required.

MINIMUM PARTICIPATION

The project-funded salary must be a minimum of one month (1/12 of the base for 12 month faculty and 1/9 of the base for 9-month faculty). In the case of 9-month faculty, participation will be limited to the Fall and Spring academic semesters.

Needs of the Department and/or College have precedence. Therefore, percent of effort applicable to the Plan must be negotiated with the Head and Dean during the approval process. In most cases, participation will be limited to 75% annual effort (37.5% of annual base for bonus). However, approval at rates up to 100% annual effort may be granted in special circumstances.

MODIFICATIONS

Modifications to the criteria may be implemented as needed. Such modifications will apply to new grants.

ACCOUNTING PROCEDURES AND IMPLEMENTATION

APPROVAL

Written approval by the CVM Dean's office (following departmental approval) must be obtained before the beginning date of the project.

DISTRIBUTION OF SALARY SAVINGS

Departments will be required to pay the bonus out of departmental carryover from the previous year. In October following the fiscal year that the bonus was earned, the department will initiate an electronic Additional Pay Form for the bonus at the agreed upon rate. The form will be routed via IRIS workflow to the department

head, College of Veterinary Medicine Human Resources Officer and College of Veterinary Medicine Budget Director for review and approval. A paper form with a copy of the approved faculty incentive plan application must be sent to the College of Veterinary Medicine Human Resources Officer at the time of entry into IRIS. This information will be used in the review/approval process and will ultimately be placed in the appropriate personnel file. The bonus will be subject to reduction if cost sharing is required to correct a budget overrun for the project.

EMPLOYMENT STATUS

The bonus in October or November for the previous fiscal year will be paid to actively employed faculty. This includes faculty who participated in the Plan the previous year and are on authorized leave at the time of bonus disbursement. Faculty who terminate prior to the last working day of the month of bonus distribution will be ineligible to receive the previous year's bonus. Distribution of free, unpaid bonus(es) will be negotiated by the Dean and Department Head.

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