



DISTRIBUTION OF SALARY SAVINGS FROM EXTRAMURALLY FUNDED GRANTS OR CONTRACTS

Approved: June 7, 2021
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Next Scheduled Review: June 7, 2026

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GUIDELINE SUMMARY

Texas A&M University (Texas A&M) College of Agriculture and Life Sciences (College) has recognized the need for guidance related to the distribution of salary savings generated during the 9-month academic year.

These guidelines establish uniform procedures for the distribution of salary savings generated from extramurally funded grants or contracts. These guidelines do not concern summer salary.

PROCEDURES AND RESPONSIBILITIES

1.0 GENERAL

Extramural funds support sponsor-approved research objectives and often involve faculty time and effort during the calendar year. Salary savings generated during the 9-month academic year can be used to support research program costs.

2.0 DISTRIBUTION OF FUNDS

These funds are typically distributed to meet the research obligations of the college, departments, and the principal investigator (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 startup

The College of Agriculture and Life Sciences will distribute generated salary savings from extramurally funded research and contracts as follows:

- Department 50%,
- PI 50%.

3.0 SPECIFICATIONS

These guidelines only apply to Texas A&M (02) salary savings. Department heads may allocate returns at their discretion, which may include returning some or all the savings to PIs provided such distributions are made in a transparent, fair and equitable manner. PIs may use salary saving returns at their discretion. Salary savings returns will be reviewed, reconciled, and distributed monthly.

RELATED STATUTES, POLICIES, OR REQUIREMENTS

None

CONTACT OFFICE

For questions, contact the Office of the Executive Associate Dean, College of Agriculture and Life Sciences, at 979-847-9325.

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