



### Guidelines for Research Incentive Funds

The College of Education and Health Professions receives research incentive funds (RIF) from Facilities and Administrative (F&A) costs in accordance with the Indirect Cost Recovery Distribution Policy ([Fayetteville Policies and Procedures 333.1](#)). The college returns a proportion of RIF to departments, centers, and outreach units whose faculty and staff receive external awards that generate F&A costs. Department heads, unit leaders, and center directors determine the extent to which a proportion of RIF is allocated to the primary investigators (PIs). The college and its departments, centers, outreach units, and PIs primarily spend RIF on efforts that advance impactful research and increase external funding. The college encourages external funding applications that include the [federally negotiated indirect costs](#) to recoup the expenses of implementing external awards and increase the funds available to support research. Regardless of the indirect cost rate, the F&A costs will be distributed as follows:

#### College RIF Distribution

External funding submitted by a faculty or staff member in a department or outreach unit

- 20% of gross F&A retained by the college
- 20% of gross F&A provided to the department
  - A proportion of the department/unit F&A may be allocated to the PIs

External funding submitted by a faculty or staff member through an approved center

- 16% of gross F&A costs retained by the college
- 16% of gross F&A costs provided to the department
  - A proportion of the department/unit F&A costs may be allocated to the PIs
- 20% of gross F&A costs provided to the center
  - A proportion of the center F&A costs may be allocated to the PIs

#### College RIF Expenditures

The college invests RIF into initiatives that advance impactful research and increase external funding. Typical and recurring RIF expenditures by the college include but are not limited to:

- Salary and fringe and annual budget for the COEHP Office of Research and Grant Administration (3 research administration professionals)
- Summer research funds for tenure-track faculty members
- Facility renovation and maintenance for research spaces
- College portion of faculty startup packages
- Research equipment
- Research software
- Support of the [Open Access Publishing Fund](#)
- Faculty development initiatives
- College portion of graduate student presentation travel grants
- Contingency funds for external award budgets

## **Department RIF Expenditures**

Academic departments invest RIF in the research efforts of their faculty to advance their academic fields while often allocating a proportion to PIs whose external awards generated F&A costs. Typical and recurring RIF expenditures by departments and PIs include but are not limited to:

- Salary and fringe for staff who help manage external funding
- Travel to present research at conferences
- Funds for pilot studies that may improve the success of an external funding application
- Funds for research studies in fields with limited external funding
- Research software
- Participant incentives
- Transcriptions
- Research technology
- Recruitment of graduate students with strong research potential
- Contingency funds for external award budgets

## **Center RIF Expenditures**

Centers invest RIF in their operations and mission while often allocating a proportion to PIs whose external awards generated F&A costs. Typical and recurring RIF expenditures by centers and PIs include but are not limited to:

- Salary and fringe for center staff
- Maintenance and operation expenses, such as VOIP and supplies
- Travel to present research at conferences
- Funds for pilot studies that may improve the success of an external funding application
- Research participant incentives
- Speaker series or other research development initiatives

## **Outreach Unit RIF Expenditures**

Outreach unit operations are typically supported exclusively by external funds. As such, outreach units invest RIF into initiatives that ensure continued external support and contingency funds for essential employee salaries and fringe to bridge award funding periods. Typical and recurring RIF expenditures by outreach units include but are not limited to:

- Salary contingency/bridge funds
- Unanticipated expenses or increased costs to achieve external award obligations beyond the approved budget
- Promotional materials that advertise the impact of the outreach unit and the reach of the college and university
- Career service payments not captured in budgeted salaries