

Additional Compensation – Stipends

Purpose

To promote accurate and complete commitments and confirmation of effort on Sponsored Projects in compliance with the Uniform Guidance issued by the Office of Management and Budget and codified at [2 CFR 200 et seq.](#)

It is recognized that active participation in research projects and other sponsored programs may require additional efforts beyond those dedicated to the normal faculty workload of teaching, scholarship, service, and research activities. However, faculty salary supplementation is limited and regulated by both **Federal** and **University** administrative policies. All units are responsible for ensuring that any additional faculty jobs adhere to the policies governing additional compensation.

Scope

University Policy

Definitions

Academic year (9 months): The Academic Year is defined as the fall and spring semesters and those days preceding and following those semesters needed for the proper academic functioning of those semesters

Academic Year (12 months): Full-time faculty holding twelve (12)-month appointments for the fiscal year have professional responsibilities to the university for the period commencing July 1 and ending June 30

Fiscal year: July 1 through June 30, abbreviated “FY”.

Faculty: This policy is directed to faculty on 100% AY or FY appointments.

IBS: Institutional **B**ase **S**alary is defined as the annual compensation paid by the Institution of Higher Education (IHE) for an individual’s appointment, whether that individual’s time is spent on research, instruction, administration, or other activities. IBS excludes any income that an individual earns outside of duties performed for the IHE. (2CFR 200.430 (h) (2)).

Fellowship - Fellowships are a specific type of grant that allows you to receive funding while pursuing specific research academic interests.

Policy

It is a general policy of the University that sponsored research is undertaken on a released- time basis. When an employee undertakes a sponsored research project on a released-time basis, the grant shall be charged for that portion of his/her time devoted

to the project per the terms of the grant/contract. The rate of compensation will be the same as that paid by the University Institutional Base Salary will not be increased as a result of replacing University salary funds with sponsored projects funds. Unless there is prior approval by the sponsor, charges of an employee's salary to a contract or grant must not exceed the proportionate share of the IBS based on the certified percentage of effort applied to the contract or grant for the period. Charges for work performed by employees with less than 12-month appointments on contracts or grants during periods not included in their IBS (e.g., summer) will be at a rate not in excess of the IBS.

Many fellowship opportunities offer salary support that is less than the established Institutional Base Salary for an equivalent period. Faculty seeking fellowship opportunities that offer salary support that falls short of their normal salary should consult with their respective unit heads (Chair/Director/Dean) on avenues to fill up the gap between the fellowship salary and the portion of the full-time equivalent salary the faculty member would earn if fulfilling regular full-time duties.

Federal Guidance

2 CFR 200, Cost Principles (Subpart E)

Federal rules and regulations, including Federal Uniform Guidance (UG) found at 2 CFR 200, do not allow for an individual's Institutional Base Salary (IBS) to be increased as a result of obtaining grant funding. These federal rules and regulations also restrict the payment of overload, bonus, or other supplemental payments outside the individual's IBS

National Institutes of Health

The National Institutes of Health Grants Policy Statement states explicitly that stipends are not allowable on research grants. This definitive statement appears twice in Section 7 Cost Considerations, 7.9 Allowability of Cost/Activities, 7.9.1 Selected Items of Cost, under Fringe Benefits/IHE, it states: "Payments made for educational assistance (e.g., scholarships, fellowships, and financial aid costs) may not be paid from NIH research grant funds even when they would appear to benefit the research project." Further, under the entry for Stipends, it states: "Stipends are not allowable under research grants even when they appear to benefit the research project."

National Science Foundation

The National Science Foundation Grant Proposal Guide allows for stipends only in support of participant costs at conferences, symposia, workshops, or other specific training activities. In these cases, the scope of work should include a description of the training activity and NSF would have acknowledged in the Notice of Award (NOA) that participant costs would be funded by stipends.

Given this clear guidance from NIH and NSF, two dominant federal sponsors, University policy follows this guidance for all awards, regardless of agency.

Exceptions

There are no exceptions to this policy.

Responsible Offices

Office of Grants and Research

Related Policies

Release Time Policy

Approved

Initially adopted and approved on February 22, 2023, by the Executive Cabinet.

Effective Date

February 22, 2023