



MEMORANDUM

TO: UNC Charlotte College Deans

FROM: Dr. Rick Tankersley, Interim Vice Chancellor for Research and Economic Development

SUBJECT: Facilities & Administration Receipts (F&A) Distribution to Faculty and Staff

DATE: 9/30/2018

Last year, Chancellor Dubois announced that starting in fall 2018, a portion of the Facilities and Administration Receipts (F&A) collected on extramurally funded research during the previous fiscal year will be shared with faculty and staff members. In addition to the 10% of F&A distributed to administrating departments and units, individual faculty members will receive up to 10% of the F&A receipts associated with their sponsored research grants and contracts. The policy released by Vice Chancellor Wilhelm included the following terms:

- For a given year, an individual faculty/staff member may receive a maximum of \$5,000.
- For multiple investigator awards, the F&A will be distributed according to the same ratio agreed upon, at proposal time, for the F&A distribution to departments and units.
- Expenditures of these funds must follow all University spending guidelines.
- Funds may be carried over from year to year and may accumulate up to \$20,000.

The initial policy also included two additional clauses indicating that “all funds distributed to faculty and staff members will be placed in accounts that they control” and “for any given year, if total funds due to an individual faculty member are below \$500, the funds will not be distributed”. I am pleased to announce a revision to these sections of the policy that eliminates the \$500 eligibility threshold. The updated policy states:

- For any given year, if total funds due to an individual faculty or staff member are equal to or above \$500, they will be placed in an account that the faculty or staff member controls. If the F&A distribution falls below this \$500 threshold, the funds will be placed in the F&A account managed by their department or unit. In the latter case, departments or units will be responsible for dispersing the funds to each faculty or staff member.

We anticipate distributing FY18 F&A funds to eligible faculty and staff, either directly or through their departments/units, in October. The attached FAQs provide additional information and guidance on the policy and the timetable for distributing funds.

cc: Dr. Joan F. Lorden, Provost and Vice Chancellor for Academic Affairs

Attachment: FAQs regarding F&A Distribution to Faculty and Staff Policy