

Guidelines on F&A, Salary Savings, and Other Reserves in the Division of Animal Science

May 27, 2022

Return of F&A (RIF)

The campus plans to return an equivalent of 20% Facilities and Administrative (F&A) costs to the colleges/schools. As of this writing, the College will retain 5%, and pass the remaining 15% on to the Division of Animal Sciences. Of this 15%, the Division Director will retain 2%, the Executive Committee 3% and return 10% to the faculty member based on shared credit.

Salary Savings

The Salary Savings Plan applies to all full-time, tenure-track faculty. The salary savings is directly determined by institutional base salary recovered from grants. Salary that is cost-shared does not count. Additionally, salary savings only includes institutional base salary, it does not include fringe benefits. All fringe benefits stay at the unit level.

The total salary paid on grants (salary savings) will be determined after the close of the fiscal year (July 1 – June 30). The distribution of salary savings will depend on the faculty appointment (9-month versus 12-month). All faculty, regardless of appointment type, must include salary on grants if the funding agency permits. Smaller grants (under ~\$50,000) that allow salary, but where salary costs make the grant work cost prohibitive, may waive the addition of salary with approval of the Director.

Faculty with 9-Month Appointment. Salary savings will be based on a 9-month academic year. A tiered approach will be used to distribute the salary savings. For the first three months, a 25:75 split will be used between the faculty member and the Division. For salary savings 4 months and greater, a 40:60 split will be used between the faculty member and the Division.

Faculty with 12-Month Appointment. A tiered approach will be used to distribute the salary savings. For the first three months, a 25:75 split will be used between the faculty member and the Division. For salary savings 4 months and greater, a 40:60 split will be used between the faculty member and the Division.

Faculty members serving as Directors or Coordinators of University recognized Centers will be eligible for full salary savings return.

Unrestricted Gifts

The Division will retain 5% of unrestricted gift funding.

Unused Reserves

At the end of the fiscal year, 10% of unused reserves will be pulled back by campus for reinvestments. These calculations will be based on fund 0000 reserves. In order to protect the startup funds of junior faculty in the Division, more than 10% may be pulled back from balances held for lower priorities.

Unused Resources of Faculty after Resignation or Retirement from Mizzou

The retiring or resigning faculty member should provide a budget for the expected expenses (for example for graduate student support, material and supplies for ongoing research projects, travel expenses or financial commitments) during their remaining time in the Division. For the remaining funds:

- Gift accounts and unused startup reserves will be transferred to the Division.
- Institutional grants will be transferred to a Mizzou Co-PI or transferred back to the grant origin.
- Grants from commodity groups or otherwise non-transferable grants will be transferred to another faculty member after consultation with the Division Director,
- Transferable grants will be relinquished contingent on approval from the Office of Sponsored Programs and the respective funding agency.

Laboratory equipment that was purchased from startup funds, gift accounts, or expired grants will remain in the Division. Laboratory equipment that was purchased from ongoing, transferable grants can be moved to a new institution after consultation with the Division Director.