BRIDGE FUNDING AND SALARY SUPPORT POLICY

PURPOSE

The purpose of this policy is to describe the procedure for obtaining institutional funds to support faculty salary and research projects under the conditions listed in the policy statement.

POLICY STATEMENT

It is the policy of The University of Texas MD Anderson Cancer Center (MD Anderson) to provide interim funds to all faculty members whose independent extramural funding has been temporarily interrupted or whose recent initial grant application narrowly missed reaching a fundable priority score.

SCOPE

This policy applies to all faculty members who are applying for or renewing Individual Investigator, Multi-Investigator, Center grants, and Program projects from State and Federal Agencies and/or Nationally Peer Reviewed Foundations.

Compliance with this policy is the responsibility of all faculty, trainees/students, and other members of MD Anderson’s workforce.

TARGET AUDIENCE

The target audience for this policy includes, but is not limited to, all faculty members who are applying for or renewing Individual Investigator, Multi-Investigator, Center grants, and Program projects from State and Federal Agencies and/or Nationally Peer Reviewed Foundations.

DEFINITIONS

**Advisory Committee:** A committee consisting of a group of senior research faculty members appointed by the Provost and Executive Vice President with input/representation from the Faculty Senate. The Advisory Committee is responsible for reviewing all Bridge Funding requests, assessments by the reviewers, and making specific recommendations for funding to Provost and Executive Vice President based on scientific review, demonstrated need, and absence of any other source of funding.

**Bridge Funding:** Institutional funds available to use for support of research needs, excluding tenured/tenure-track salary(ies), when extramural funding has been temporarily interrupted.

**Bridge Salary Support:** Institutional funds used to support the base salary of a faculty member, up to the National Institute of Health (NIH) allowable maximum salary, for a faculty member whose extramural source of support has been temporarily interrupted.
Nationally Peer Reviewed Foundations: An entity that provides research funding based on guidelines that are similar to the general NIH standards of peer review funding and which meet the following three criteria: (1) a peer review system which uses primarily external reviewers and is free of conflict of interest, (2) a ranking system based on scientific merit of the proposed research, and (3) a funding system primarily based on the peer review ranking of the research proposals.

PROCEDURE

1.0 Bridge Funding Support

1.1 Bridge Funding support will be used for salary(ies) (excluding term tenured/tenure-track salaries) such as trainees' or technicians' salaries, laboratory operating supplies, and operating maintenance.

1.2 The following conditions apply to Bridge Funding:

A. State and Federal Individual Investigator Projects:

- NEW grants with priority scores that are within ten (10) percentage points of the granting agency's current pay-line for Associate Professor and Full Professor.
- NEW grants with priority scores that are within fifteen (15) percentage points of the granting agency's current pay-line for an Assistant Professor.
- Grants that are between funding cycles and have been submitted for competitive renewal and received a non-fundable score within two (2) years from the expiration of the current award.
- Individuals who wish to defer re-submission for competitive renewal must submit a letter of intent (LOI) for consideration in advance of the initial grant resubmission deadline to the Provost to determine subsequent eligibility for Bridge Funding.
- Individuals who meet the Bridge Funding criteria, whose application can no longer be resubmitted to the original funding agency, may submit an LOI with a plan for future submission and summary sheets to the Provost for consideration of Bridge Funding.
- Maximum term of Bridge Funding is 18 months, given in nine (9) month increments.
- Maximum funding amount that can be requested is $150,000, per independent project for the maximum term. Bridge funding requests that include RFA salary can be made for $200,000 over the 18 month term. Documentation from the agency/foundation of the Pay-line, “Pay If,” or award designation must be provided with the application for Bridge Funding support.

B. State and Federal Multi-Investigator, Center, and Program Projects:

- NEW grants with priority scores that are in the top one third (33%) of the granting agency's current pay-line and were not funded.
- Grants that have been submitted for competitive renewal, irrespective of score.
Individuals who wish to defer submission must submit a letter of intent (LOI) for consideration in advance of the initial grant resubmission deadline to the Provost to determine eligibility.

Maximum funding amount that can be requested is $300,000, per independent project for the maximum term. Multi-Investigator proposals can only be submitted as a single application. Individual projects or cores will not be considered separately. RFA salaries cannot be included in multi-investigator Bridge Funding requests.

C. Nationally Peer Reviewed Agency/Foundation:

- NEW grants with priority scores that are within ten (10) percentage points of the granting agency's pay-line for Associate Professor and Full Professor.
- NEW grants with priority scores that are within fifteen (15) percentage points of the granting agency's pay-line for an Assistant Professor.
- Grants that are between funding cycles and have been submitted for competitive renewal and received a non-fundable score within two (2) years from the expiration of the current award.
- Individuals who wish to defer re-submission for competitive renewal must submit a letter of intent (LOI) for consideration in advance of the initial grant resubmission deadline to the Provost to determine subsequent eligibility for Bridge Funding.
- Individuals who meet the Bridge Funding criteria, whose application can no longer be resubmitted to the original funding agency, may submit a LOI with a plan for future submission to the Provost for consideration of Bridge Funding.
- Maximum term of Bridge Funding is 18 months, given in nine (9) month increments.
- Maximum funding amount that can be requested is $150,000, per independent project for the maximum term.
- Documentation from the agency/foundation of the Pay-line, “Pay If,” or award designation must be provided with the application for Bridge Funding support.

2.0 Restoration of Cut Funds from Successful Nationally Peer Reviewed Grants:

2.1 The Bridge Funding Advisory Committee will review requests for up to ten percent (10%) restoration of direct funds cut from successful nationally peer reviewed grants that have been reduced by the funding agency.

2.2 The restoration of cut funds will be available to all faculty for whom the cut grant(s) represents their sole source of funding for their laboratories.

2.3 Assistant Professors who are cut by at least 10% are eligible to request for restoration of cut funds. Professors and Associate Professors who are cut by 10% or more are eligible to request funding for restoration of cut funds.

2.4 Each request must be accompanied by a written justification and a complete list of current and pending support, including, but not limited to, donor and startup funds. In addition, a Restoration of Cut Funds Checklist must be submitted to ORA.
3.0 **Required Items for Requesting Bridge Funding**

3.1 The Principal Investigator (PI) submits the following to the Office of Research Administration, Unit 1436, FCT8.5000:

A. Bridge Funding for State and Federal Individual or Multi Investigator Projects (see [Bridge Funding Checklist](#)).
   - A copy of the originally submitted proposal
   - A brief summary of the proposed changes to be made for resubmission.
   - A biographical sketch.
   - List of all sources of funds available to the PI (including departmental funds).
   - A nine-month detailed budget. (Should not include tenure/tenure-track faculty salary support.)
   - Requests for support for RFA salary must include the salary level, percent effort on the grant over the last 12 months and the original commitment of this effort on the application. Strong justification must be apparent correlating the percent effort proposed and the role of the RFA on the project.
   - A memo of support from the Department Chair / Division Head.
   - The Summary of Review from funding agency including documentation of Pay-line, “Pay If.”

B. Restoration of Funds request must submit a detailed justification, Restoration of Cut Funds Checklist, and all sources of support, current and pending (see [Restoration of Cut Funds Checklist](#)).
   - Copy of the grant review.
   - Checklist.
   - Detailed justification.
   - Current and pending (to include all sources of support).

4.0 **Review of Bridge Funding Request**

4.1 All Bridge Requests:

A. The Office of Research Administration will send the research proposal to two (2) internal reviewers.

B. The Reviewers for Independent Projects:
   - Review the applicant’s proposal.
   - Make a recommendation for funding and amount.

C. Send the recommendation to ORA for submission to the Bridge Funding Advisory Committee.
D. The Advisory Committee:

- Makes a definitive recommendation as to the funding of each request based on the scientific review, the demonstrated need, and the absence of any other funding.
- Makes a recommendation on funding to the Provost and Executive Vice President.

4.2 The Provost and Executive Vice President reviews all other sources of funds that could support the request for Bridge Funding, including departmental or The University of Texas MD Anderson Cancer Foundation (MDACF) funds, as well as various donor accounts, prior to approving any request for Bridge Funding support. In addition, the applicant’s term tenure status may be considered prior to a funding decision.

4.3 At the Provost and Executive Vice President’s request, the ORA will send a written notice of the funding decision to the requesting faculty member and the Department Chair.

4.4 A faculty member whose external funding has been interrupted due to a catastrophic illness/life changing event and is not eligible to apply for Bridge Funding under the Bridge Funding policy. However, he/she may request temporary institutional support. Such a request will be directed to the Provost through the Office of Research Administration for separate consideration. The application should follow the format outlined for the regular Bridge Funding applications.

5.0 Bridge Salary Support

5.1 Term tenure and tenure track faculty members who have no other source of salary support (e.g., endowment, unrestricted funds directly under control of faculty member or his/her Department Chair or Division Head) may request and may be awarded institutional funds to cover the required portion of their grant-derived salary for up to three (3) years. A letter from the Chair and/or Division Head must indicate all sources of salary support have been exhausted.

5.2 Research faculty appointees (RFA) and clinical faculty appointees (CFA) whose extramural source of salary support was from an independent project(s) that meets the criteria for Bridge Funding set forth in Section 1.0 above may request and will receive consideration of such requests on a case-by-case basis.

5.3 While receiving Bridge Salary Support, faculty members are expected to:

A. Resubmit their grant or contract applications promptly and aggressively seek other extramural sources of support.

B. Submit an annual report describing efforts made to restore the Salary Support currently being covered by institutional funds to the Provost and Executive Vice President.

6.0 Required Items for Requesting Bridge Salary Support

The Department Chair submits to ORA a memorandum addressed to the Provost and Executive Vice President requesting interim salary support for the affected faculty member. The memorandum must include:

6.1 Name of faculty member for whom salary support is requested.

6.2 Dollar amount of salary support.

6.3 Duration of request for support.
6.4 The source of the salary support that was lost.

6.5 Plan for correcting the deficiency.
ATTACHMENTS / LINKS

Bridge Funding Checklist
Restoration of Cut Funds Checklist.

RELATED POLICIES

None.

JOINT COMMISSION STANDARDS / NATIONAL PATIENT SAFETY GOALS

None.

OTHER RELATED ACCREDITATION / REGULATORY STANDARDS

None.

REFERENCES

None.
POLICY APPROVAL

Approved With Revisions Date: 03/29/2016
Approved Without Revisions Date: 
Implementation Date: 03/29/2016
Version: 23.0

RESPONSIBLE DEPARTMENT(S)

Office of Research Administration & Operations