Current Rutgers policy returns 50% of the Facilities and Administration (F&A) costs recovered by the University on Federal grants to the Dean of the School whose faculty generates these funds. Facilities and Administration Cost Recovery (FACR) allocations support the research enterprise and other strategic priorities of the school. Permitted uses of FACR funds are:

(1) to provide administrative support needed to submit proposals and expend grant funds;

(2) to provide and maintain the facilities, equipment, and technical services necessary to conduct sponsored programs but not funded directly by granting agencies;

(3) to satisfy cost-sharing requirements required by granting agencies, to demonstrate institutional support to make proposals more competitive, and to accomplish proposal goals not funded by direct costs;

(4) to encourage efforts to obtain outside funding;

(5) to strengthen graduate education by recruiting graduate students who will later play a role in research and sponsored programs, and

(6) to meet other strategic research priorities of the School.

The School of Environmental and Biological Sciences has adopted a policy of distributing a share of these returns to PIs, departments and institutes. The School’s policies and procedures on FACR uses are as follows:

1) Chairs and directors may authorize and must document and verify FACR items #1-5 above except for faculty summer salary requests.

2) The executive dean or designee must be consulted prior to approval for permitted use item #6. Requests should focus on how FACR use supports a strategic research priority or priorities.

3) FACR funds may be used for faculty summer salary when activities fall under the permitted categories listed above and when clear documentation of the work to be undertaken can be provided. All faculty summer salary requests that use FACR funds must be reviewed and approved by the executive dean or designee. Request must be made in writing and state the purpose of the work in accordance with allowable FACR uses, the amount of funds requested, the period of support (in months) and level of effort (as a percent of total effort), along with a list of other sources of summer support including effort and duration, if applicable. Approval comes from the executive dean or designee. Once approved, attach the written request and approval to the summer salary authorization form for processing.

Source: Office of Vice President of Research and Economic Development, June 2012; Executive Dean Robert Goodman, July 2012.