



The Volgenau School of Engineering Charging Summer Effort on Sponsored Programs

Faculty on a 9 month contract are eligible to earn up to 3 months or 33.33% of their 9 month compensation over the summer.

In May 2018, OSP issued guidelines for Charging Faculty Salaries to Sponsored Programs, which specifically states:

- Effort committed on sponsored project during the summer period should be devoted exclusively to the activities supported by that project or projects.
- Effort expended during the academic year cannot be “banked” and counted toward summer effort.
- **That no more than 90% of summer effort (2.7 months) can be charged to sponsored projects during the summer for the following types of appointments: summer research appointments for 9 month faculty, 12 month research-extended, and 12 month instructional.**

Please see the attached link for the entire guidelines: http://osp.gmu.edu/wp-content/uploads/Guidelines-for-Faculty-Salaries_Sponsored-Awards_051618.pdf

Faculty continue to have the opportunity to charge the remaining 0.3 month of summer effort to nonsponsored funding sources. The only requirement is that they are performing the effort during the summer and are not requesting to be paid for effort performed during the academic year.

Specific examples are as follows:

- Faculty teaching a course over the summer are entitled to 3.33% of their salary per credit hour and this will be charged to the summer instructional funding source.
- Faculty working on research proposals or participating in conferences would be eligible to charge their effort to an indirect funding source such as the PI indirect account.
- Faculty who have summer support in their startup offers can charge time to this indirect funding source.
- Faculty performing administrative tasks for their department would be eligible to charge their effort to the department E&G funding source with approval of their department chair. One option to fund summer administrative tasks is to charge effort during the AY to your grant and this will generate salary savings for the department which can be used to fund summer effort.

- Faculty performing administrative tasks for a research center would be eligible to charge their effort to the center's indirect funding with approval of the center director.
- Faculty performing administrative tasks for VSE would be eligible to charge their effort to the VSE Dean's E&G funding source with approval of the VSE Dean or his designee.
- Faculty participating in a University wide program that includes compensation for their effort such as MESA, OSCAR/URSP or CIG, would be receive summer compensation from that University Funding source.

The attached form has been created to capture the summer effort of the VSE faculty to ensure the correct assignments are entered and they meet with the various requirements.