

## PSU NTTF-(R) RESEARCH FACULTY BRIDGE AWARD PILOT

### PROGRAM

October 10, 2017

#### What are bridge funds?

Bridge funds<sup>i</sup> are one-time monies available on a competitive basis from the Office of the Provost and Vice President for Academic Affairs to provide temporary salary and fringe benefit support to sustain researchers that are employed solely on external grants during gaps in external funding in the following ranks: Research Professor, Research Associate Professor, Research Assistant Professor, Senior Research Associate II, Senior Research Associate I, Research Associate, Senior Research Assistant II, Senior Research Assistant I, or Research Assistant, for the purpose of continuing to grow a strong and robust research program at PSU.

The bridge award is designed to enable the grant-funded researcher to remain employed by PSU during gaps in funding, when the renewal of funding for the position is expected in the near future.

**Note:** The bridge award program is not for pilot research or research seed funding.

12/1/18

#### Eligibility

A solely grant-funded researcher is eligible, provided:

- a) They hold one of the ranks mentioned above;
- b) They are at .5 FTE or higher at time of request;
- c) They have lost, or anticipate the loss of their extramural funding within six months of the bridge funding application deadline and will not have sufficient other funds (including PIN money or other dedicated F&A indirect cost recovery) to sustain the work;
- d) They have a record of accomplishment in their position at PSU;
- e) They or their Principal Investigators have made substantial efforts to re-establish funding for the position and the position is likely to be funded again in the next 6 months.

Applications will be accepted from Principal Investigators with solely grant-funded researchers who are eligible for this funding, and from researchers who are not Principal investigators but who qualify. A bridge funding award application from a researcher who is not a Principal Investigator must be supported by the applicant's Principal Investigator(s).

Notes: 1.0 FTE tenured faculty or 1.0 FTE tenure-track faculty are not eligible to apply for these awards. A funding reduction or shortfall is insufficient by itself to establish eligibility. The Provost and Vice President for Academic Affairs may make exceptions to eligibility under unusual circumstances.

#### Considerations:

- A bridge award application from a researcher who is not a Principal Investigator must be supported by the applicant's Principal Investigator(s).
- Awards are competitive, and not all applications may be funded.
- Consideration will be given to need, the Dean's assessment, the strength of the overall research program, and alignment with PSU's mission.
- Because a primary objective is to keep experienced research teams together, priority will be given when project staffing will be lost without a temporary infusion of funds from any eligible source.
- Awards will be made in consultation with Dean.
- Individual awards cannot exceed \$25,000 per year.
- Awards will be available to recipients for a maximum of one year or until the recipient re-

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establishes funding from other sources, whichever comes first.

- A financial commitment for support by the college or the department is not required, but will strengthen an application.
- When extramural funding is re-established, all unspent funds must be returned to the Bridge Program to assist other investigators.
- Any requests for exceptions to eligibility or other elements of this policy must be made in writing, and may be granted by the Provost and Vice President for Academic Affairs.

### **Bridge Funds cannot be used for:**

- Travel
- To cover budget overdrafts
- Undergraduate or graduate student researchers
- Administrative costs

### **Cycle**

Applications for this pilot program will be considered four times. They must be received in the Office of the Provost by 5:00pm on March 30, 2018; June 1, 2018 September 1, 2018; and December 1, 2018. If these dates fall on a weekend or holiday, applications will be accepted on the next business day.

### **To Apply and Process:**

1. See attached instructions.
2. Submit all forms and documents to the Provost's Office by the deadline.
3. The Department Research Administrator Manager (DRA Manager) assigned to the applicant's unit will be asked to review the bridge funding application, verify current and pending sponsored project status and submit confirm or additional information to the applicant's Dean.
4. The Dean will forward their recommendation to the Provost and Vice President for Academic Affairs.
5. The Provost and Vice President for Academic Affairs will make the final decision in consultation with the Dean and Vice President for Research and Strategic Partnerships.
6. Applicants will be notified of decisions within 30 days of the application deadlines.
7. There is no appeal process.

### **Return on Investment and Assessment**

Recipients of Bridge Awards (or their Principal Investigators) are expected to resubmit their grant or contract applications promptly and aggressively seek other extramural sources of support.

Recipients of Bridge Awards are required 30 days from the end of the Bridge Award to provide the following information: final accounting of the funds that were spent from the award and any matching fund sources respectively, a summary of the research that was carried out, any publications that resulted, and any grants that were awarded or are pending.

These reports will help measure the success of this program and inform if the program continues and/or needs modifications.

The Provost's Office will issue a report in November 2018 to Deans, the Vice President for Research and Strategic Partnerships and to AAUP on the awards made and their outcomes. AAUP and the Provost's office shall meet soon after to discuss the report.

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<sup>i</sup> [PSU AAUP and University CBA 2015-2019](#) LOA #11 – Research Bridge Funding Pilot Project. This program is a one-year, pilot program.

Portland State University NTT Research Faculty Bridge Award Application Instructions

FOR FACULTY REQUESTING FUNDS

Your submitted application should include the following six required sections in the order listed:

1. Bridge award eligibility statement - Please provide one of the eligibility statements below (whichever applies to you) to affirm that you are eligible for a bridge award. If neither applies to you but you believe you are eligible, please contact the Provost ([provost@pdx.edu](mailto:provost@pdx.edu)) to request a waiver.

Eligibility statements:

- I will not have more than \$30,000 funding from any source for carrying out any research in my laboratory (either as PI or as a co-investigator on another PI's grant) by 6 months after the due date for this application [example: I am applying Dec 1 and I have a grant expiring May 15. I am eligible.]
  - I will not have funding for more than 50% of my salary from any source by 6 months after the due date for this application [example: I am applying Dec 1 and by May 15 I am losing my main grant so my salary will drop to 40%. I am eligible.]
2. Curriculum vitae, including record of funding for the past three (3) years with dollar amounts and funding periods listed for each sponsored award (maximum of 4 pages combined). You may list either direct costs only, or direct + indirect, but indicate which is listed.
  3. Demonstration of attempts to obtain funding (e.g. abstracts of submitted grant proposals, panel summaries, priority scores or other evaluations and comments; do not send complete grant proposals). This should include pending research grant proposal where notification has been given on anticipated award date and amount.
  4. Description of the research (maximum of 2 pages). The abstract of a submitted grant is sufficient, if it is appropriate.
  5. Budget and justification, including any match commitment.
  6. Statement of how this funding will increase chances of future

funding. Deadlines: March 30, June 1, September 1 or December 1.

Submit all application materials as one PDF file to the Provost's Office ([provost@pdx.edu](mailto:provost@pdx.edu)). Call 503-725-5257 if you have questions on where to submit.

FOR DEPARTMENT RESEARCH ADMINISTRATOR (DRA) MANAGERS

The Provost's Office will send all applications to the respective DRA Manager. The DRA

Manager will verify current and pending sponsored project activity listed in application and provide results of the review to the applicant's Dean.

FOR DEANS

The dean will make a recommendation to the Provost and Vice President for Academic Affairs, taking into account the input from the DRA Manager. The Dean's recommendation will include an assessment of the likelihood of future funding and any department/college contributions to the bridge funding proposal.