

Department of Nutrition

Policy Document

Title: RESEARCH PROPOSAL SUBMISSIONS

Date Approved: 3/26/2014

Date Last Review: 3/7/2014 (Full Prof)

Chair Signature: 



RESEARCH PROPOSAL SUBMISSIONS

Policy Statement

Research proposals and subsequent awards are critical to scientific endeavors, our teaching mission, and departmental operations. In addition to enabling research that benefits society, funding from project awards cover a significant portion of faculty salaries, and contribute directly and indirectly to staff and student financial support. A percentage of Facilities and Administrative (F&A) charges (also called indirects or overhead) included in grant budgets are eventually distributed to the department and are used to fund a majority of departmental operations (computers, furniture, staff salaries, supplies, telephones etc.) as well as tenure-track faculty salaries as needed. Faculty investigators can submit proposals via the department, a UNC Center/Institute, or another academic department depending on their affiliations, collaborations, or project requirements. Less operating resources are generated when proposals are administered outside the department. Faculty with a primary appointment in the Department of Nutrition are therefore encouraged to submit grants through the department's business office whenever appropriate.¹

Audience

All faculty who conduct research.

Purpose

This policy establishes guidelines and expectations regarding the submission of research proposals by faculty with an appointment within the Department of Nutrition in order to maintain the financial viability of the department.

Roles and Responsibilities

Chair:

- Monitor faculty proposals and awards including where they are submitted and the subsequent budget impact on the department.
- Ensure there are adequate staff resources to support faculty in submitting and managing research awards.

Principal Investigators (PIs) with a primary appointment in the Department of Nutrition:

¹ The policies for redistribution of F&A by center/institutes with Department of Nutrition faculty are maintained by the Department Manager for comparison.

- All PI's will notify the department business office of all proposals to be submitted, and whether the proposal will be submitted through the department or elsewhere. For proposals to be submitted through Centers, justification for this decision is needed (see below). Given that responsibility for tenure track faculty salary lies with the department, tenure track faculty are especially encouraged to submit grants through the department business office.
- For faculty with primary workspaces within the department (offices and/or labs), it is expected that research proposals generally will be submitted through the department's business office. If submitting elsewhere, notice and justification will be forwarded to the Chair. Justifications may include specific factors such as location of work to be performed (e.g., use of space within a Center) or substantial use of Center-specific core capacities.
- For faculty with primary workspaces located within Center/Institutes in or near Chapel Hill, it is expected that research proposals will most commonly be submitted through the Center/Institute where the workspace is located. However, justification for submission of proposals through Centers should include factors beyond location of office space, consistent with F&A distributions that distinguish between location of work being done and other factors.
- All PIs with projects administered by the department will receive overhead redistributions per department policy. These funds can be spent at the discretion of the PI in accordance with federal and university regulations.

Related Regulations or Policies

Office of Sponsored Research, Policies and Procedures

<http://research.unc.edu/offices/sponsored-research/policies-procedures/>

Faculty Performance Norms (11/18/2013)

Faculty Overhead (F&A) Redistribution Policy (3/7/2014)

- Effective Date: 3/26/2014
- Last Reviewed: 3/7/2014