

**RUTGERS BIOMEDICAL AND HEALTH SCIENCES (RBHS)
EXTRAMURAL SUPPORT INCENTIVE PROGRAM - FY2024
FOR FACULTY IN RBHS in AAUP-AFT NEGOTIATIONS UNIT¹
(INCLUDING LEGACY AAUP-BHSNJ) AND ELIGIBLE FACULTY ADMINISTRATORS**

PART A- FACULTY INFORMATION | TO BE COMPLETED BY FACULTY MEMBER

Name: _____	Title: _____
Email Address: _____	Track²: _____
Phone Number: _____	Employee ID: _____
Primary School/Unit: _____	FTE: _____
Department: _____	rFTE: _____

PART B – EXTRAMURAL SUPPORT INCENTIVE AWARD | TO BE COMPLETED BY FACULTY MEMBER

I certify that I have received salary support from the attached external research grant(s) or extramural sponsored research award(s):

Title of Research Award ³	Agency	R01 or Equivalent? ⁴	Project #	Amount of Salary Support from Grant during the FY	Date of Award
Total Amount of Salary Support from Grants					
Use extra sheet if needed. Was extra sheet required?					

¹ This will include 12-month Legacy Rutgers AAUP-AFT faculty in the School of Pharmacy and School of Nursing.
² Faculty on the Professional Practice track are not eligible for the Extramural Incentive Award. Faculty required to support a percentage of their research FTE (rFTE) adjusted salaries using outside grant funds as a condition of their employment (e.g., coterminous faculty) are not eligible for this incentive program.
³ Funding related to clinical and service contracts, unrelated to research, are excluded from this incentive program. Funding related to clinical trials will be applicable to this incentive.
⁴ Faculty who have R01 or equivalent awards may be eligible for the Fully Variable Research Payment (FVRS) per the agreement ([see p. 247-248 of the pdf](#)).
The faculty member must complete Part A and submit to the Business Manager by July 31, 2024. The Business Manager must submit the incentive to Payroll by Friday, August 23, 2024, to ensure payment no later than September 30th. Please direct any questions about this program to RBHS Faculty Affairs, at (973) 972-7595 or rbhsfacultyaffairs@rbhs.rutgers.edu.

Faculty are able to discretionarily choose to receive the entirety of the Extramural Support Incentive Award in the form of compensation, apply the entirety of their Extramural Support Incentive Award toward support of programmatic activity, or divide their Extramural Incentive Award between compensation and programmatic activity. Indicate your choice below:

I choose to receive the entirety of the Extramural Support Incentive Award in the form of compensation .		
I choose to apply the entirety of the Extramural Support Incentive Award toward support of programmatic activity . ⁵		
I choose to divide my Extramural Support Incentive Awards between compensation and programmatic activity .	Amount in Compensation	Amount in Programmatic Activity

PART C – RESEARCH INCENTIVE PROGRAM FOR LARGE PROGRAMS, TRAINING AND SPECIALIZED EXTERNAL GRANTS (RETEFI) | TO BE COMPLETED BY FACULTY MEMBER

Type of Grant ⁶	Principal Investigator(s) ⁷	Title of Grant	Duration of Grant (if applicable)	Amount of Grant (Annual Direct)	Date Awarded
Use extra sheet if needed. Was extra sheet required?					

Faculty Member Printed Name: _____

Faculty Member Signature: _____

Date: _____

⁵ This is applicable to the faculty’s research, scholarly or other discretionary funds.

⁶ Full descriptions of the types of grants that qualify for RETEFI are described in the contract ([see p. 245-247 of the pdf](#)).

⁷ The RETEFI applies only to the Principal Investigators of the qualifying grants. If the grant applicant includes more than one PI (e.g., (multi) MPI), then the MPIs split the RETEFI equally.

The faculty member must complete Part A and submit to the Business Manager by July 31, 2024. The Business Manager must submit the incentive to Payroll by Friday, August 23, 2024, to ensure payment no later than September 30th. Please direct any questions about this program to RBHS Faculty Affairs, at (973) 972-7595 or rbhsfacultyaffairs@rbhs.rutgers.edu.

PART D – DEPARTMENT CHAIR/SUPERVISOR AUTHORIZATION

I certify that the information provided in Parts A-C are accurate:

Department Chair/Supervisor Printed Name: _____

Department Chair/Supervisor Signature: _____

Title: _____

Email Address: _____

Phone Number: _____

Date: _____

The Department Chair/Supervisor shall submit this form to the business manager of the school/unit for processing.

PART E – CALCULATIONS | TO BE COMPLETED BY THE BUSINESS MANAGER

EXTRAMURAL INCENTIVE AWARD

Faculty will receive an extramural Support Incentive Award based on the percentage of their rFTE (research FTE) adjusted salary on awards, as defined in the following table:

Percentage of rFTE Adjusted Salary Supported on Awards	Percentage Returned to Faculty
1% to 9.99%	0%
10% to 19.99%	3%
20% to 29.99%	6%
30% to 39.99%	10%
40% to 49.99%	15%
50% to 59.99%	19%
60% to 69.99%	21%
70% to 79.99%	24%
80% to 89.99%	25%
90% and above	30%

The faculty member must complete Part A and submit to the Business Manager by July 31, 2024. The Business Manager must submit the incentive to Payroll by Friday, August 23, 2024, to ensure payment no later than September 30th. Please direct any questions about this program to RBHS Faculty Affairs, at (973) 972-7595 or rbhsfacultyaffairs@rbhs.rutgers.edu.

Calculation for Extramural Incentive Award

rFTE adjusted salary = ABS + [Supplement (if any) or FVS (if any) (but NOT any FVRS, RETEFI, and/or CIP if applicable) the employee may receive in that same fiscal year] X rFTE. Where applicable, the extramural support incentive award will be adjusted for the NIH and New Jersey caps in effect at the beginning of the applicable fiscal year used for calculation. For example, if a faculty member is paid in excess of the NIH cap and has 60% of research effort and salary support of the NIH cap on an extramural award 21% of the 60% of the NIH cap will be returned to the faculty member in the form of an extramural support incentive award. Salary support from institutional training grants (as defined in the RETEFI section) is considered part of the rFTE. If there are multiple awards, only some of which use the NIH and/or other caps, please include a spreadsheet with the appropriate calculations. Note that the NIH salary cap as of January 1, 2024, is \$221,900.

Calculation for Extramural Incentive Award		
Type of Award		Enter the type of award.
Award Cap		Enter the award cap amount.
ABS		Add academic base salary (ABS), supplement (if applicable), and fully variable supplement (FVS) (if applicable) together to get the total amount. If the total amount is greater than the cap, enter the cap amount.
+ Supplement (if applicable)		
+ FVS (if applicable)		
Total		
rFTE		Enter in rFTE.
Total * rFTE = rFTE Adjusted Salary		Multiply the total amount with rFTE to get the rFTE adjusted salary.
rFTE Salary on Awards		Enter the rFTE salary on awards.
% of rFTE Adjusted Salary Supported on Awards		Divide rFTE salary on awards by the rFTE adjusted salary to get the percentage of rFTE Adjusted Salary Supported on Awards.
% Returned to Faculty		Based on the table provided above, enter the percentage returned to faculty.
Extramural Incentive Award		If the rFTE salary on awards is greater than the award cap, multiply the cap with the % returned to faculty amount from the cell above to get the extramural incentive award value. If the rFTE salary on awards is less than the award cap, or there is no award cap, multiply the rFTE adjusted salary with the percentage returned to faculty to get the extramural incentive award value.

Payment Allocation for Extramural Incentive Award					
	The faculty member has chosen to receive the entirety of the Extramural Support Incentive Award in the form of compensation .				
	The faculty member has chosen to apply the entirety of the Extramural Support Incentive Award toward support of programmatic activity . ⁸			Project #	Task #
	The faculty member has chosen to divide the Extramural Support Incentive Awards between compensation and programmatic activity .	Amount in Compensation	Amount in Programmatic Activity	Project #	Task #

⁸ This is applicable to the faculty’s research, scholarly or other discretionary funds. The faculty member must complete Part A and submit to the Business Manager by July 31, 2024. The Business Manager must submit the incentive to Payroll by Friday, August 23, 2024, to ensure payment no later than September 30th. Please direct any questions about this program to RBHS Faculty Affairs, at (973) 972-7595 or rbhsfacultyaffairs@rbhs.rutgers.edu.

**RESEARCH INCENTIVE PROGRAM FOR LARGE PROGRAMS, TRAINING AND SPECIALIZED EXTERNAL GRANTS
(RETEFI)**

Negotiations unit members otherwise eligible for the Extramural Incentive programs shall be eligible for obtaining specific types of Research, Education, Training, Equipment, and Facilities (RETEFI) for the University. The RETEFI applies on the to the Principal Investigators of the qualifying grants. If the grant application includes more than one PI (e.g., MPI), then the MPIs split the RETEFI equally. The RETEFI will reward funded applications (awards) with a lump sum payment, made at the same time payment is made for the Extramural Incentive Award. The lump sum payment will be made upon the initiation and completion of proper documentation by the PT providing evidence and receipt of the award for the grant application.

Multi-project Research	2+ years of annual directs	Annual Direct Value	One-Time Associated Lump Sum
		\$500,000-750,000	\$10,000
		\$750,000-1 million	\$12,000
		\$1 million-2 million	\$15,000
		\$2 million-4 million	\$25,000
		\$4 million-8 million	\$35,000
	>\$8 million	\$50,000	
Institutional Training and Educational	2+ years in annual costs	Type of Funding	One-Time Associated Lump Sum
		NIH R25 Grant	\$5,000
		NIHT32 or K12 Grant	\$10,000
		Educational/Training Grants (federal or nonfederal) other than T32 or K12, providing \$500,000+ in annual direct	\$10,000
Equipment	Including but not restricted to NIH S10 grants. Available to 5+ additional faculty other than PI.	Direct Revenue from Funded Grant	One-Time Associated Lump Sum
		\$250,000-<\$600,000	\$10,000
		\$600,000-<\$1 million	\$15,000
		\$1 million+	\$20,000
Facilities	Including but not restricted to NIH G grants	Direct Revenue from Funded Grant	One-Time Associated Lump Sum
		\$1 million+	\$10,000
		\$2 million+	\$25,000

Calculation for RETEFI						
Type of Grant	Principal Investigator(s)	Employee ID(s)	Amount of Grant (Annual Direct)	Aggregate RETEFI Lump Sum	Equally Apportioned RETEFI Amount	To be Paid from Account #
Use extra sheet if needed. Was extra sheet required?						

The faculty member must complete Part A and submit to the Business Manager by July 31, 2024. The Business Manager must submit the incentive to Payroll by Friday, August 23, 2024, to ensure payment no later than September 30th. Please direct any questions about this program to RBHS Faculty Affairs, at (973) 972-7595 or rbhsfacultyaffairs@rbhs.rutgers.edu.

FULLY VARIABLE RESEARCH PAYMENT (FVRS)

A PI or MPI on a R01 or equivalent grant may be eligible for a lump sum FVRS. If the PI’s ABS plus Supplement (if any) plus FVS (if any) falls below the corresponding median of compensation, adjusted for rFTE and rank and specialty, as measured by the Summary Statistics on Medical School Faculty Compensation for Public Schools PhD or Other Doctoral Degree, Basic Science Departments/Specialties or Summary Statistics on Medical School Faculty Compensation for Public Schools PhD or Other Doctoral Degree, Clinical Science Departments/Specialties, the PI will be paid a one-time lump sum payment equal to the difference between their ABS plus Supplement plus FVS and the median of compensation, adjusted for rFTE, as measured by the appropriate benchmark.

Calculation for FVRS Lump Sum Payment

If an individual’s FTE and/or rFTE is less than 1.0, the benchmark compensation and the negotiations unit member’s compensation must be adjusted for FTE and/or rFTE. Steps to calculate:

- i. Adjust the negotiation unit member’s current total compensation for rFTE.
 - Example: A 1.0 FTE has a 0.8 rFTE and ABS, Supplement and FVS (if any) total \$180,000.
 $0.8 * \$180,000 = \$144,000$.
- ii. The benchmark compensation, adjusted for rank and specialty, for that negotiations unit member at the median percentile is \$200,000. Adjusting that figure for a 1.0 FTE with a 0.8 rFTE would equal \$160,000.
- iii. Note: Similar calculations would be performed if the employee is less than 1.0 FTE. For example, if the employee is 0.8FTE with a 0.6 rFTE, total compensation calculated above and the appropriate benchmark compensation would be adjusted by multiplying the FTE times the rFTE times each compensation figure. *In this example: $(0.8 * 0.6 * \$200,000) - (0.8 * 0.6 * \$180,000)$.* The difference between the adjusted benchmark compensation and the adjusted total compensation is the FVRS ($\$160,000 - \$144,000 = \$16,000$). The PI will be eligible for this one-time, lump sum FVRS payment for each year of the R01 (subject to the re-calculation of the actual FVRS each year to account for other changes to the negotiations unit member’s rFTE, total compensation, and/or benchmark compensation). The PI will first be eligible for a FVRS in the Fiscal Year in which the Notice of Award is received, and eligibility disappears once the R01 goes into a no cost extension.
- iv. The FVRS will not be counted as earnings for the purposes of calculating of retirement plan benefit contributions.

Calculating Fully Variable Research Payment (FVRS)		
FTE		<i>Enter in FTE</i>
ABS		<i>Add academic base salary (ABS), supplement (if applicable), and fully variable supplement (FVS) (if applicable) together to get the total amount.</i>
Supplement (if applicable)		
FVS (if applicable)		
Total		
rFTE		<i>Enter in rFTE.</i>
rFTE Adjusted Salary		<i>Multiply FTE*rFTE*Total to get the rFTE adjusted salary.</i>
Benchmark Compensation		<i>Enter the benchmark compensation</i>
rFTE Adjusted Benchmark Compensation		<i>Multiply FTE*rFTE*Benchmark Compensation to get the rFTE Adjusted Benchmark Compensation.</i>
FVRS Payment		<i>Subtract rFTE Adjusted Salary from rFTE Adjusted Benchmark Compensation.</i>

Business Manager Printed Name: _____

Business Manager Signature: _____

Date: _____

The faculty member must complete Part A and submit to the Business Manager by July 31, 2024. The Business Manager must submit the incentive to Payroll by Friday, August 23, 2024, to ensure payment no later than September 30th. Please direct any questions about this program to RBHS Faculty Affairs, at (973) 972-7595 or rbhsfacultyaffairs@rbhs.rutgers.edu.