Policy and Procedures for Emeritus Faculty Seeking Externally Funded Grants

(effective January 1, 2018)

The purpose of this policy is to document the College’s policy and procedures for allowing emeritus faculty to lead or participate in College-sponsored external grants or contracts. Several important considerations determine whether the College will sponsor, totally or in part, emeritus faculty members' applications for grants or contracts, and whether it will authorize research appointments for retired faculty members on the grants or contracts of non-retired members of the faculty. In making its decision the College must take into account the contribution of the proposed research to the College community, its demand upon physical and administrative facilities, pre- and post-award administrative support, and its direct and indirect effects upon other research and programs of the department and the College.

**Policy**

Faculty may apply for research grants/fellowships from external funders that extend beyond retirement, and emeritus faculty may apply for research support, provided that the Provost is willing to commit the necessary facilities and administrative support for the period of the grant. An emeritus faculty member can access the Office of Sponsored Research and the Controller’s Office for assistance with proposal submission and grant management.

**Procedures**

If an emeritus faculty member is being paid salary from a grant, he/she will be rehired on a temporary, casual wage basis as a “Research Scientist” for the period of grant support and will be required to report hours in the Workday Payroll System. The same procedures will apply in the case of emeritus faculty who seek appointment on the externally-funded grants of non-retired faculty. An emeritus faculty member who is appointed as Research Scientist under the above policy may be paid salary from the grant or contract on a part-time (less than 15 hours/week) basis. The salary will be based on the faculty member’s salary at the point of retirement, and in no case may it exceed the funding available from the grant. The current fringe benefit rate(s) used for temporary employment will be charged to grants. Typically, the College will not provide cost sharing for emeritus faculty. Federal regulations require that institutions must follow their own policies and salaries must be consistent with those paid by the institution.

To request an approval to submit or participate in a grant as an emeritus faculty member, please contact the Sponsored Research Office.