MEMORANDUM

TO: Deans, Directors, Chairs and Principal Investigators

FROM: Juan M Sanchez, Vice President for Research

DATE: February 21, 2014

SUBJECT: Summer Salary Exceeding the NIH or CPRIT Salary Cap

Annually, Congress legislatively mandates a provision limiting (capping) the direct salary that an individual may receive under an NIH grant. The rate for 2014 has been issued at the Executive Level II rate of $181,500; based on 100% effort.

Due to these limitations imposed by the National Institutes of Health (NIH) on the ability to fully recapture salary on grant and cooperative agreement awards and extramural research and development contract awards, the University has created a pool to assist faculty who have a base salary that exceeds the NIH Salary Cap.

Academic salary exceeding the NIH Salary Cap during long semesters should be covered by the faculty salary line.

Additionally, the Cancer Prevention and Research Institute of Texas (CPRIT) has a provision limiting (capping) the direct salary an individual may receive under a CPRIT grant. The current rate is $200,000 based on 100% effort.

Faculty with NIH or CPRIT funding should request consideration of coverage for the portion of salary over the respective caps by 5:00 PM on Friday, April 4, 2014. Requests should be made on the following form and submitted to:

Jason Richter, Associate Director
Office of Sponsored Projects
oa.jrichter@austin.utexas.edu

The University support is intended to cover summer salary for faculty only during the period of time they are appointed to an NIH or CPRIT funded account. Should circumstances change that results in a reduction of an appointment to an NIH or CPRIT funded account subsequent to a request and approval for coverage, the Principal Investigator is responsible for making the corresponding reductions to the appointment related to the institutional coverage.

Should circumstances change that results in an increase of their appointment to an NIH or CPRIT funded account subsequent to a request and approval for coverage, the Principal Investigator is responsible for making an additional request for coverage. The additional request is not guaranteed and will be considered based on available institutional funds.

Should you have questions regarding this process, please feel free to contact effort@austin.utexas.edu

Attachment
FY13/14 Request for Summer NIH or CPRIT Salary Cap Coverage

**Request**

I request consideration of coverage for summer salary in excess of the (circle one) NIH Cap / CPRIT Cap being paid from the funded award on account _______ - _______ - _______.

I understand that if approved, I am responsible for initiating all appointment documents to the institutional account necessary for the coverage provided and for ensuring the appointments to the institutional account remain in proportion to the approved amount and/or the NIH/CPRIT account should a reduction in work effort on the project be needed.

Signature of Requestor ______________________________ Date __________________________

E-mail Address __________________________________________________________________________

*Please remit the completed form to:*

Jason Richter  
(oa.jrichter@austin.utexas.edu)  
Office of Sponsored Projects  
Mail Code A9000

Requests for Summer NIH or CPRIT Salary Cap Coverage are due by 5:00 PM on Friday, April 4, 2014.

**Request Information**

- **Name of Individual to be covered:** ______________________________
- **EID of Individual to be covered:** ______
- **Requested period of coverage:** ______________________________ (e.g. June 1, 20XX – July 31, 20XX)
- **% time anticipated on the award:** _______ % *(total time on project, not just cost shared portion)*
- **Dollar amount of coverage requested:** $ _______ Salary *(only the cost shared amount being requested)*

*(Section to be used by SPAA only)*

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Authorized Signature: ______________________________ Date: ______________

Notes/Comments: __________________________________________________________________________

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