

Faculty Academic Salary Incentive Program (FASIP) for Sponsored Awards Frequently Asked Questions

- 1) If I direct charge a sponsored award with a salary cap and my salary is over the cap, why don't I recover 75%/33%* of my over-the-cap salary and benefits?

Per the [FASIP policy](#), faculty are eligible to receive 75%/33% of what was direct charged to the sponsored award. Since the sponsor caps the amount of salary that can be directly charged to the award, faculty that participate in this program are able to recover 75%/33% of the allowed up-to-the-cap salary and fringe direct charged to the award. FAS/SEAS will pay the amount of academic salary and benefits in excess of the cap, although this portion does not qualify for the incentive payment.

- 2) How do I enroll, what is the covered period, and who is the point of contact for enrollment?

FASIP is on a fiscal year basis, a request must be submitted annually at any time during the fiscal year covering the remaining months in that fiscal year. To enroll please complete the [FASIP Request Form](#) and submit to Jacqueline Mordi (jmordi@fas.harvard.edu) at RAS. For SEAS faculty, contact Rady Rogers (rmrogers@seas.harvard.edu) for Allston based faculty and Veronique Corrdin (corrindin@seas.harvard.edu) for Cambridge based faculty. If approved, then the request needs to be entered in SPECTRA for processing.

- 3) Is there a deadline or open period for enrolling in this program?

No. Faculty can opt into this program at any time during the fiscal year for the remaining months of the current fiscal year. To enroll in the program, please contact your local grants manager or Department Administrator.

- 4) Can I direct charge my academic year salary to a sponsored award that does not bear full overhead?

Yes. Per the FASIP policy, there will be a 33% return for salary charged to awards that do not bear the full overhead rate. However, academic year salary may not be direct charged to non-federal awards to meet an indirect cost shortfall. For more information on meeting an indirect cost shortfall on non-federal awards, please refer to the FAS and SEAS Policy on [Assessments on Current Use Gifts and Sponsored Awards](#).

- 5) Who should I contact if I have multiple awards and am not sure if this program would work for me?

If you need additional information regarding this program, please contact your local grants manager, Department Administrator, or Jackie Mordi at jmordi@fas.harvard.edu in Research Administration Services (RAS).

- 6) I am already charging my salary to a sponsored award because the overhead rate was below 15%. Do I qualify for this program?

Not for that award. The award in which your salary is being charged to recover the shortfall in overhead is not eligible for this program. Academic year salary charged to awards that pay less than the 15% minimum overhead rate when the salary charged is to make up an indirect cost shortfall, are not eligible for FASIP.

7) Can I participate the FASIP program if I don't request supplemental salary?

Yes. The FASIP policy and the FAS/SEAS Supplemental Salary policy are separate. You do not need to request supplemental salary prior to participating in FASIP.

8) I've requested 3 months of supplemental salary and I still have more than 3 months of commitments to sponsors. Can I request to direct charge more than 3 months of my academic year salary to sponsored projects through the FASIP program to meet my sponsored effort commitments?

Faculty cannot exceed 3 months for participation in the FASIP program unless an exception has been approved by the appropriate Divisional Dean or SEAS Dean. Faculty can expend additional effort on grants, however the incentive (payback) is limited to three months. If you have commitments that exceed 6 months on sponsored projects, please reach out to your department's sponsored or financial point of contact to discuss your effort commitments. If requested, Research Administration Services can provide additional assistance in managing your effort commitments.

9) FASIP funds in my portfolio are typically used as a top-up for my faculty whose institutional based salary exceeds a sponsor's cap. When making my request each year, I only request what we currently have available in the FASIP funds. Should I request what is available effective July 1st or include anticipated distribution for the entire year?

You should only submit based on what is in the fund currently for July. Since we will be crediting in January for fall expenses, it would be an allowable request to update SPECTRA at that point. You should not enter a request for FASIP funds for the full year.