

Calculating Effort on Proposals

Calculating Effort for Faculty With a 1.0 FTE (12 Month) Appointment

When preparing a grant proposal for faculty who have a 100% FTE appointment, the direct salary requested should be based on a percentage of their institutional base salary (IBS).

Example:

When a faculty member with a full time rate of \$100,000 has a 1.0 FTE appointment and is requesting 10% salary support, the commitment represents 10% of the 50% appointment.

- Salary: 10% of the 100% salary, \$10,000 ($\$100,000 \times 10\%$)
- Person Months: 10%, 1.2 person months.
- Percent Effort: 10%

Calculating Effort for Faculty With a 9 Month Appointment **Revised 1/25/19**

When preparing a grant proposal for faculty who have a 100% FTE appointment, the direct salary requested should be based on a percentage of their institutional base salary (IBS).

Example:

When a faculty member with an institutional salary of \$100,000 has a 9 month appointment and is requesting 10% salary support, the commitment represents 10% of the 9 month appointment.

- Salary: 10% of the 100% salary, \$10,000 ($\$100,000 \times 10\%$)
- Person Months: 10%, 0.90 person months.
- Percent Effort: 10%

Calculating Effort for Faculty Less Than 1.0 FTE Appointment

When preparing a grant proposal for faculty who are working less than 100% FTE, the direct salary requested should be based on a percentage of their institutional base salary (IBS), **which is the full time rate. Revised 4/18/19**

Example:

When a faculty member with a **full time rate** of \$100,000 has a 50% appointment and is requesting 10% salary support, the commitment represents 10% of the 50% appointment.

- Salary: 10% of the 50% salary, \$5,000 ($\$100,000 \times (50\% \times 10\%)$)
- Person Months: 10% x 50% time x 12 months, 0.6 person months.
- Percent Effort: 10% of 50% time, or 5%

Preparing Budget Justifications for Less than 1.0 FTE Appointments

Example :

Dr. Smith is a NIH Professor of Medicine at Wayne State University. He will provide the clinical expertise regarding the application of the analysis methods in cardiac function of patients with renal disease. Dr. Smith is a full time faculty member with 0.50 FTE appointment at Wayne State University. Thus he will devote 10% (0.60 months) of his 0.50% FTE appointment or 5% overall effort to this project. Thus, 10% of his 0.50 FTE salary + fringes is being requested

Calculating Cost Share for Faculty Less Than 1.0 FTE Appointment

Note: When preparing a proposal requiring cost sharing, the cost share should also be calculated in person months based on the part time rate. See below:

Example:

When preparing a proposal, the cost share should be calculated in person months based on the part time rate.

- In our example above: $(10\% * 12 \text{ months}) * .50 = 0.6$ person months.
- $(\text{Percent cost share} * \# \text{ months of the cost share}) * \text{appointment FTE}$

Applying the NIH Salary Cap

NIH Salary Cap: Some sponsors put a limit on the amount of salary that can be charged to federal awards – e.g. NIH salary cap as of 1/7/18 is \$189,600 or \$15,800 per month for 12 month appointments – For 9 month appointments, the cap is \$142,200

Applying the NIH Salary Cap for Faculty with a 1.0 FTE Appointment

When preparing a grant proposal for faculty who have a 1.0 FTE appointment where the IBS is over the NIH salary cap of \$189,600, the direct salary requested should be based on a percentage of effort of the salary capped amount.

Example : faculty with a 1.0 FTE with a IBS of \$200,000; 10% committed effort to the sponsor

- NIH Salary cap is \$189,600
- 10% of the NIH Salary Cap: $\$189,600 * 10\% = \$18,960$
- 10% of the IBS: $\$200,000 * 10\% = \$20,000$
- The prorated salary cap cost sharing = $\$20,000 - \$18,960 = \$1,040$

In the example above, if funded, what can be charged to the project is \$18,960 in salary or 9%; 1% or \$1,040 is cost-shared

Note the same calculations as shown above applies to “other support staff” with less than 1.0 FTEs

Applying the NIH Salary Cap for Faculty Less than 1.0 FTE Appointment **Revised 1/25/19**

Assuming this faculty member is devoting 20% committed effort of their 70% FTE appointment to the project the calculation would be as such.

Example : faculty with a 70% FTE appointment making an IBS of \$186,376.

- NIH Salary cap is \$189,600
- 70% of the NIH cap = $\$132,720$ ($70\% * \$189,600$)
- Person Months: $20\% * (70\% \text{ FTE} * 12) = 1.68$ person months
- Percent Effort: 20% of 70% FTE, 14%
- Salary requested: $(14\% * \$132,720) = \$18,581$
- 14% of the IBS: $(14\% * \$186,376) = \$26,093$
- The prorated salary cap cost sharing = $\$26,093 - \$18,581 = \$7,512$ salary.

Note the same calculations as shown above applies to “other support staff” with less than 1.0 FTEs.

Calculating Effort for Faculty Less Than 1.0 FTE Appointment

When preparing a grant proposal for faculty who are working less than 100% FTE, the direct salary requested should be based on a percentage of their institutional base salary (IBS), **which is the full time rate.** Revised 4/18/19

Example:

When a faculty member with a **full time rate** of \$164,212 has a 75% appointment and is requesting 20% salary support, the commitment represents 20% of the 75% appointment.

- Salary: 20% of the 75% salary, \$24,632 ($\$164,212 \times (75\% \times 20\%)$)
- Person Months: 20% x 75% time x 12 months, 1.8 person months.
- Percent Effort: 20% of 75% time, or 15%

Preparing Budget Justifications for Less than 1.0 FTE Appointments

Example :

Dr. Smith is a NIH Professor of Medicine at Wayne State University. He will provide the clinical expertise regarding the application of the analysis methods in cardiac function of patients with renal disease. Dr. Smith is a full time faculty member with 0.75 FTE appointment at Wayne State University. Thus he will devote 10% (.90 person months) of his 0.75% FTE appointment or 10% overall effort to this project. Thus, 10% of his 0.75 FTE salary + fringes is being requested



Wayne State University
 Include Performance Site

Final | Draft

Biographical Sketch

No final | No draft

Add Delete

Current & Pending Support

No final | No draft

Add Delete

Role:

Other Project Role Category:

Appointment type (months): Calendar: Academic: Summer:

Budget	Cal. Salary	Acad. Salary	Sum. Salary	Cal. Months	Acad. Months	Sum. Months	Req. Salary	Fringe Benefits	Funds Requested
ord 1	164,212	0	0	1.800			24,632	6,330	30,962

