

# Bridge Fund Policy

Psychology Department

## **Purpose of Bridge Funds:**

Bridge funds are to be utilized as a short-term, time-limited loan to an individual PI for the purposes of maintaining a scaled-down, but operational lab in between periods of extra-departmental funding. Bridge funds are not intended to serve as an ongoing source of research support.

## **Eligibility for Bridge Funds:**

Faculty who have met the following criteria are eligible for bridge funds...

- a) At the time of application, PI must currently have a stable source of funding for their lab (i.e., Federal or Foundation Grant, Start-up money, Internal Award) that will expire within 3 months of applying for bridge funds.
- b) At the time of application for bridge funds, the PI must have submitted an application for extramural funding with indirect costs.
- c) Faculty who apply for bridge funds must not have other funds available that could otherwise support research (i.e., foundation money, individual indirect return money, start-up money).
- d) If a PI has received prior bridge fund support, but has not paid the fund back, he or she will be ineligible for further funding.

## **Allowable Budget Items**

Bridge funds are intended to keep a “bare bones” lab running. They are not intended to keep a lab running at the same level as when it was fully funded through another source of funding. For that reason, only the following costs are allowable.

- a) Graduate student salaries can only be paid on an hourly basis so as to avoid tuition charges and benefits
- b) Post-doctoral time is allowable
- c) Animal costs and subject payment costs should be minimized to cover only those animals/subjects necessary to collect pilot data needed to increase competitiveness in future extramurally funded applications
- d) Travel is not allowable unless it is specifically for data collection purposes
- e) New equipment costs are not allowable unless equipment is essential for collection of pilot data and cannot be acquired through some other university funding mechanism

## **Duration of Bridge Support**

Bridge support is not to exceed 1 year.

### **Expectation of Repayment**

PI's enter an agreement with the Department Head that they will begin repayment of the bridge fund after the agreed-upon end date (i.e., not to exceed one year). Repayment will occur in one or more of the following forms.

- a) PIs who successfully obtain an extramurally funded grant will return 100% of their indirect return money to the bridge fund until the debt is repaid
- b) PIs who obtain foundation (i.e., development or unrestricted donation; not money from a Foundation for a particular purpose) funds during the bridge period will turn over the balance of such funds to the Bridge fund.
- c) PIs who do not successfully obtain an extramurally funded grant within 1 year of the ending of the bridge fund allocation agree to teach extra courses at a rate of 16% of their salary per course, until the balance of the bridge loan is repaid.

### **Application Process**

No later than 1 month before the bridge funds are necessary, the PI should contact the Department Head and provide the following information.

- a) Current source of funding and expiration date
- b) Statement of how other existing funding sources have been utilized to prevent use of bridge
- c) Name of outstanding application for funding, targeted agency, and expected IDC
- d) Statement of what activities the bridge funding will be used to support.
- e) Budget for requested bridge (not to exceed 1 year)
- f) Description of prior uses of bridge funds and results of the funding
- g) Plan for repaying the bridge fund

After the Dept. Head receives the material, he or she will convene the AC to review the request and provide a recommendation to the Head. The Head will notify the PI of the decision. The Head will contact the Dean of Liberal Arts to seek a split for the requested bridge support.