Start-up Principles and Guidelines for Investigators

Principles.

1. Start-up funds are investments to establish or extend faculty research efforts toward developing sustainable programs, i.e. acquiring external funding. They are not an alternative to seeking external funding.

2. Domain leads (chairs) are responsible for managing start-up allocations within their domains.
   a) Funds available for start-up will be defined in the annual budget cycle (starting formally in FY21, although applicable to the current FY20 budget).
   b) The amount of funds available each year will be based on the overall Dell Med financial situation coupled with domain and Dell Med research strategies and priorities.
   c) Adherence to Start-up Principles and Guidelines is the responsibility of domain chairs. Chairs may extend start-up fund duration (i.e., beyond the 3-year limit typical in many faculty letters) based on departmental goals and investigator circumstances.

3. Specific lab/program strategic and financial written plans (e.g. 2-pager with measurable milestones) must be developed and approved by the domain lead to define growth and investment for the domain. These plans will then be provided to the Research Office via the Research Program Strategy Submission Form. Our first set of plans are due no later than November 1st, so that they can be incorporated into our future strategic and financial planning.

4. New large infrastructure requirements will need to partner with main campus or others (e.g., Seton) whenever possible before Dell Med investment is made.

5. Dell Med or UT Austin cores are to be used whenever available, instead of creating similar capabilities through new domain investments (e.g., biostats, datacore, imaging).

Specific Guidelines for investigator start-ups as application of principles.

1. Faculty are to use current and new grant funds to offset existing costs first, before new hiring and spending start-up, whenever possible within the scope of the funding.

2. Research resources are to be shared within and across domains, duplicating only when work demand is nearing capacity (e.g., share 1 RA instead of hiring 2 who are under-employed).

3. Start-up funds will be applied to pay for Dell Med core services use (e.g., biostats, database).

4. Start-up spending must support existing written program/lab plans that are meeting expected milestones.

5. Annually, beginning with the 3-year milestone, some investigator research effort (salary/benefits) may be charged against any remaining start-up balance at the discretion of the chair with approval from the Senior Associate Dean for Research.