

# NEW FACULTY START-UP FUNDS POLICY

Spring 2025

**Startup funding is available to support new faculty in advancing their research agendas at UM/within the College.**

**Purpose:** Startup funds are intended to provide resources for new faculty to establish a research program and build scholarly productivity in the early years of their appointments at the University of Miami. These funds help cover initial expenses like equipment, supplies, travel to conferences, and personnel (students, postdocs, technicians), enabling new faculty to launch their research or creative activities and to establish an independent reputation in their discipline. These funds also serve as a bridge to securing future external fellowships or grants to sustain long-term scholarship.

**Policy:** The College and University provide new faculty with facilities and funding to establish a viable research program or research agenda. The level of necessary supplemental funding required can vary significantly, so it is essential to identify and commit to funding levels based on each individual's needs and available resources. Funding levels will be determined upon receipt of a formal request or proposal from the candidate and/or department chair outlining the nature of expenses and the estimated funding required. Funding commitments are typically time-limited to three years after the hire date; with possible extensions based on merit. The request for an extension will need to be made to the Sr. Associate Dean for Research and Graduate Education. Extensions for junior faculty will generally be limited to the end of the semester prior to the year of tenure review, but not beyond the award of tenure. Extensions for Associate Professors and Professors are negotiated with the Sr. Associate Dean and cannot exceed five years from the hire date.

## **Procedures:**

**Proposal Submission:** Chairpersons should request startup proposals from the recommended candidate (or top candidates). An attached template may be used to develop the proposal, providing insight into the candidate's understanding of the activities and resources required to develop a successful research program. The chairperson will review the proposal in light of existing departmental or university resources and the normal resources required for an individual in the relevant field.

**Funding Determination:** The chairperson and dean will discuss the proposal to determine the appropriate funding level, any restrictions, and timeframe.

**Monitoring Expenses:** As part of the mentoring process, the chairperson is expected to monitor expenditures in individual startup accounts to ensure timely and appropriate spending according to the initial proposal. The chairperson has the authority to approve reasonable reallocation of funds related to the individual's research program.

**Fund Transfer:** If the candidate accepts their position, the startup funds will be transferred to a startup account created for the new faculty member. Faculty with startup funds, in coordination with their department chairs, are expected to provide a projection of anticipated total annual expenditures from startup during the annual budget planning season.

**Unspent Funds:** At the end of the time period specified in the offer letter, unspent funds will be transferred out of the startup account unless an extension has been granted.