

UCSF Department of Psychiatry and Behavioral Sciences Policy on Gap Funding Coverage Requirements

Salary, benefits, tuition/fees, and visa related cost support from private fellowships, NIH training/mentor awards (K, T, and F series grants) can vary widely. Depending upon the type of sponsored support and the appointment level of the trainee/Junior Faculty, there will often exist a “gap” between the funding provided by the sponsored source and the actual cost of their salary, benefits, tuition/fees, and visa related costs.

It is the Department of Psychiatry and Behavioral Sciences’ policy that a gap in any of these areas (salary, benefits, visa, and tuition/fees costs) is the direct funding responsibility of the PI/Mentor/Mentee.

K Awardee Mentees: In cases where a K awardee’s UC salary and benefits are greater than the funding provided by the K award, gap funding must be provided by **the mentor’s/mentee’s source**. The expectation is that the mentee, with help from the mentor, identify roles that fill the non-mentored award portion of a full-time faculty position, and cover the gap. If no role is identified by the mentee, it is the responsibility of the mentor to cover any gap funding that exists between the Agency allowable salary and benefits coverage for the proposal effort, and the actual projected salary and benefits of the mentored applicant. In addition, any appointment related visa costs, new or annual renewal costs, will be the direct responsibility of the mentor and charged directly on the appropriate sponsored or non-sponsored sources.

Departmental Policy: The Department of Psychiatry and Behavioral Sciences will not provide funds to cover any salary, benefits, visa related costs (new or annual renewals) funding gaps, for any K awardee/ Junior faculty appointee. It is the responsibility of the mentor/mentee to cover any funding gaps, and these can be support on appropriate sponsored or non-sponsored sources.

Postdoctoral /Predoctoral Trainees: UC postdoctoral salary scales are higher than the NRSA sponsored salary scales provided by NIH, and some private fellowships. It is the responsibility of the mentor to cover any gap funding that exists between the Agency allowable salary and benefits coverage for proposal effort, and the actual salary and benefits of the trainee applicant. In addition, any appointment related visa costs, new or annual renewal costs, or tuition/fees, will be the direct responsibility of the mentor and charged directly on the appropriate sponsored or non-sponsored sources.

Departmental Policy: The Department of Psychiatry and Behavioral Sciences will not provide funds to cover any salary, benefits, visa related costs (new or annual renewals), or tuition/ fees funding gaps for any postdoctoral or predoctoral scholar appointee. It is the responsibility of the mentor to cover any funding gaps, and these can be supported on appropriate sponsored or non-sponsored sources.

Please acknowledge the funding gap policy outlined above has been reviewed, and there is confirmed funding sources to support the applicant’s salary, benefits, visa, and applicable tuition and fee costs for the full proposal submission project period. The gap is an estimated annual cost based on current salary conditions, subject to change by University or Agency policies.

Planned source of gap funding coverage and either confirmed funding or actively in development.

XXXXXXXX MD, PhD

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Mentor

Mentee, K Award Applicants