



UW-Madison School Of Education

Grand Challenges FY20

Funding Guidelines

Note: If you feel you have justification for deviating from any of these guidelines, please provide documentation of your reasons in your budget narrative.

Salary Support

Grand Challenges salary support is an investment in the ideas of University faculty and staff and is available only for persons who will be employed by UW–Madison for the duration of the grant proposal.

Faculty Salaries

Grand Challenges funding may be used to support each faculty team member (including the PI) for summer months or course buyouts. Faculty members must adhere to their respective department guidelines.

Staff Salaries

A portion of staff time can also be paid using Grand Challenges funding, up to \$25,000 per staff member on the team.

Academic Staff

Designates professional employees with specialized training or experience which qualifies them to provide a service essential to the academic enterprise. Academic Staff who wish to engage in study or other activities not part of their work assignment should comply with the Maximum Levels of Appointments and Summer Session Appointments in Chapter 11 (specifically, 11.03, Employees Enrolled as UW–Madison Students) of the UW–Madison, Personnel Policies and Procedures Handbook.

Graduate Student Salaries

Research Assistant

A graduate student enrolled full-time and appointed to assist in carrying on research leading to an advanced degree. Half-time, 12-month appointments are strongly encouraged. An

appointment as a research assistant is appropriate if the activity performed by the research assistant is primarily for the benefit of the individual's course of study and research and directly applicable to the individual's thesis or dissertation. The University withholds income tax for persons with this appointment. The Research Assistant stipend, fringe and tuition remission charges for 2018-2019 are listed in the table below.

Project Assistant

Designates a graduate student employed to assist with a research project or carry out other duties not required for a degree or related to her/his/their thesis. The University withholds income and social security tax for persons with this appointment. The Project Assistant stipend, fringe and tuition remission charges for 2018-2019 are provided in the table below.

Project Assistant / Research Assistant

Project / Research Assistant Academic (9 month)			
		33.33%	50%
Base Rate	\$ 40,608	\$ 13,535	\$ 20,304
Fringe	21%	\$ 2,842	\$ 4,264
*Tuition Remission Surcharge		\$ 12,000	\$ 12,000
Total			

Project / Research Assistant Annual (12 month)			
		33.33%	50%
Base Rate	\$ 49,632	\$ 16,542	\$ 24,816
Fringe	21%	\$ 3,474	\$ 5,211
*Tuition Remission Surcharge		\$ 12,000	\$ 12,000
Total			

* A portion of the student's tuition will be charged if additional UW appointments add up to 33.3% or more.



Research and Project Assistant Percentage Appointment

Students funded with Grand Challenges should receive 50% funding but may hold concurrent assistantship appointments funded with other funds. In this case, those combined appointments are not to exceed UW-Madison's maximum level for graduate students of 75% time.

Credit Load

All research assistants must carry a full-time graduate load (8 graduate-level credits of courses, seminars or research), with the following exceptions: A Ph.D. candidate who has achieved dissertator status (passed the preliminary examination and completed all major and minor requirements, and satisfied the Graduate School minimum credit requirement) may hold an assistantship if registered for 3 graduate-level credits that are directly related to their dissertation research. During summer session a research assistant must be registered for 2 credits. Those research assistants who have achieved dissertator status must continue to register for 3 dissertation credits. Campus summer employment rules apply for project assistants.

All project assistants must be graduate students and registered for a minimum of 6 graduate-level credits for a 33% appointment and a minimum of 4 graduate-level credits for a 50% appointment during the academic year. Find additional information on the [Graduate School Enrollment Requirements](#) web page.

Student Hourly Help

Graduate Hourly Help

Graduate students may be paid an hourly rate of \$21.57 for work assisting with research, training, or other academic programs or projects at UW-Madison.

Undergraduate Hourly Help

Student hourly minimum and maximum rates are provided in the table below.

STUDENT HOURLY RATES			
Rates in Effect 9/1/2016 Until Further Notice			
Level	Title Code	Minimum	Maximum
Student Help	94870	\$9.00 hr	\$25.00 hr

Principal Investigators are also encouraged to consider the College Work-Study (CWS) program under this category to supplement our resources. Contact the Office of Student Financial Aid (608) 262-3801.



Fringe Benefit & Tuition Remission Multiplier Costs

Budget requests should include estimated fringe benefits and tuition remission, as applicable. All appointments cost additional dollars in fringe benefits and for graduate assistants there is a tuition remission cost. Rates vary from year to year. For example, the fringe benefit rates for 2018–2019 are:

FRINGE RATES FY2019

Regular Faculty and Academic Staff	33.3%
Regular University Staff	42.5%
Research Associates and Grad Interns	20.0%
Research Assistants, Project Assistants, Teaching Assistants, Pre-Doc Fellows and/or Trainees	21.0%
Post-Doc Fellows and/or Trainees	14.7%
Limited Term Employees (LTEs)	11.5%
Ad Hoc Program Specialists, Undergraduate Assistants and Undergraduate Interns	13.6%
Student Hourly Employees	3.1%

Other Salaries

Postdoctoral Appointments

Grand Challenges funding can be used for postdoctoral level appointments, including those with the following titles: Fellow, Research Associate, Researcher, or Scientist.

Research Specialists

These are non-student professional employees with specialized training and/or experience which qualifies them to provide a service essential to the research enterprise. A bachelor's degree is required.



Community Partner Stipends

Payments to outside partners that are \$5,000-\$25,000 in a single fiscal year require an ASSA (Academic Support Services Agreement). Payments less than \$5,000 do not require an ASSA. Please direct any questions you may have about this to Kweku Brewoo in the SOE Business office.

Supplies and Equipment

Budgeted supplies and equipment should relate directly to the project and not already be covered by other funds (e.g. school, college, or department).

Travel

Funds may be used for essential project and meeting travel (teleconferencing and/or videoconferencing is encouraged). All travel expenses and documentation must comply with standard School and University Travel Policies. Funds are available for project and meeting travel. All travel expenses and documentation must comply with standard School and University Travel Policies.

Other Services

Funding will be considered for other university services such as the Survey Research Center and DoIT. These should be justified on the form provided by the service center and entered under Supplies and Expenses and/or Equipment. Only those university services which have audited rates will be considered.

General Administrative Guidelines

All funds awarded begin on August 1, 2019 and terminate on June 30, 2021 with the exception of funding provided for salary support. The beginning and ending dates for salary funds will coincide with the payroll periods.

To ensure an orderly year-end closing, we request that all orders be received in the SOE Business Office one week prior to the fiscal year purchasing [deadlines](#) (click for link to detailed table). Because these funds can be spread across two fiscal years, this will apply in June of 2021, but not in June of 2020.



Requisitions must be processed through the SoE Business Office prior to the purchase of any item or service charged to Grand Challenges awards.