

CFAES Faculty Startup Resource Guide **Revised: December 2020**

The purpose of this document is to provide college guidance regarding central funding of faculty startup packages. There are several components to a faculty startup package, which can include combinations of cash, GRA support and technical staff support. Depending on the TIU and the field of study, the total value of the startup package can vary.

CFAES central funding will be tiered based on whether the faculty hire is in social sciences versus STEM bench sciences. The purpose of this split is to address the increased need for equipment and lab buildout necessary for a STEM bench sciences hire. The college will provide central funding to a startup package as follows:

- \$125,000 in cash for a social science position
- \$250,000 on cash for a STEM bench science position

Additional funds may be requested for specific circumstances such as a specialty hire (e.g. unique recruitment needs, directing a center), a new area requiring investment, or an area where there has been significant deferred maintenance on lab or other needs. The TIU head should make the case for additional start-up funds when requesting the faculty position.

The college funding will be paid out over a two-year period, half in the first fiscal year of employment and half in the following fiscal year. It is expected that the faculty member will spend the startup funds within the first 4 years of employment. This time period would be defined as starting with the first day of employment and ending on the 4-year anniversary of that date. Extensions may be requested to the TIU head for an additional period of up to 2 years. The TIU head is welcome to consult with the Senior Associate Dean for this extension, but the process will be internal to the TIU. Extensions beyond 6 years need to be approved by the Senior Associate Dean. Extensions beyond year 6 are not typical; extension requests should include a clear explanation of the extenuating circumstances. Unused funds will be returned to the college.

As letters of offers are drafted, the following language is recommended:

“It is expected that you will spend the startup funds within the first 4 years of employment as an investment in the development and growth of your program at Ohio State. This time period would be defined as starting with the first day of employment and ending on the 4-year anniversary of that date. Extensions may be requested to the TIU head for an additional period of up to 2 years.”

Additional language for probationary faculty (typically Assistant Professors): “You will be expected to work with me as your TIU head in developing a budget and timeline for the use of your startup funds.”

Process:

1. When requesting Cabinet approval for the faculty hire, the TIU head will outline the expected startup package in the faculty position request document. The startup request should detail the expected components of the startup including cash, GRA, and staff support. If the total value of the package exceeds the central funding amounts above, it is expected that the TIU will contribute anything in excess of the published amounts.
2. If, during the negotiation of the hire, a larger startup package is needed to get the candidate of choice, a separate request should go back to the Senior Associate Dean, which may require Cabinet approval depending on the size of the request.
3. Once the candidate is hired, the first half of the startup package will be released to the TIU in the month of the start date. The second year of funding will follow on the anniversary date of the hire.
4. If start-up is not used within the first 6 years as noted above, the remaining funds should be returned unless an exception is approved by the Senior Associate Dean.