



University Policy Statement

UPS 265.000

Grant-Related/Specially-Funded Instructional Faculty Appointment

Definition

The Grant-Related/Specially-Funded Instructional Faculty (GRIF) member serves as a California State University, Fullerton instructional faculty member. GRIF members will be appointed to a non permanent academic year or a 12-month GRIF classification. The classification can be awarded to faculty involved in grant-funded faculty assignments as well as faculty assignments funded by gifts and bequests or by Foundation allocations. The CSU system-wide policy (HR/Salary 2020-08) allows for faculty in the GRIF classification to receive compensation from non-state funds (e.g. grants and gifts) at a rate specified by the Collective Bargaining Agreement (currently 5% – 35%) above the base salary for their regular rank and step.

In order to be considered for a GRIF appointment, the faculty member must meet the following criteria:

1. The faculty member must demonstrate exceptional professional merit in scholarship and teaching as evidenced by regional or national stature in the faculty member's discipline with a continuous record of recognized leadership and significant achievement in creative or scholarly work.
2. The faculty member must demonstrate sustained and exceptional levels of funding in the two years preceding the GRIF application. Although this policy does not specify a minimum amount for eligibility, the faculty member should have had sufficient funding to cover the accompanying base salary increase cost (5% - 35%) associated with the GRIF appointment as well as the associated benefits.
3. The faculty member's grant and contract activity must clearly be related to the faculty member's regular University responsibilities and must make a substantial contribution to CSUF's mission and vision.
4. The faculty member must be involved in the instructional program through classroom/laboratory teaching and/or mentoring students in training, research, or creative activities.
5. The source of funding must be from external sources and cannot reduce the indirect cost (IDC) funds brought to Auxiliary Services Corporation, Office of Research and Sponsored Projects, Academic Affairs, or the Colleges. Typically, the funds used to pay the GRIF accompanying base salary increase will be from direct-budget lines in externally funded grants and contracts. However, the funds may come from campus IDC accounts administered by the Principal Investigator, Centers/Institutes or from funds associated with gifts to University Advancement.

Application process:

1. To apply for the GRIF appointment, the faculty member submits a letter to the Department Chair or equivalent and Dean of their College addressing each of the eligibility criteria specified above (1-5). The letter should be submitted by February 1st for consideration in the subsequent academic year.
2. The faculty member's application letter must also specify the requested accompanying base salary increase percentage (5% - 35%), the source of external funds, and the time base for the appointment (either an academic year or 12-month).
3. The Department Chair reviews the faculty member's application letter and provides a recommendation (approval or denial) to the Dean by February 15th. The letter should address each of the five criteria listed above.
4. The Dean reviews the application letter, the Department Chair's recommendation and makes a recommendation to the Associate Vice President for Research and Sponsored Projects by March 1st. The letter should address each of the five criteria listed above.
5. The Associate Vice President for Research and Sponsored Projects makes a recommendation to the President or their designee regarding the appointment by April 15th.
6. With the President or designee's approval, the Associate Vice President for Research and Sponsored Projects will contact the Chancellor's Office to ensure there is an available GRIF appointment by April 30th.
7. Upon verification of an available GRIF appointment from the Chancellor's Office, the Associate Vice President for Research and Sponsored Projects will notify the faculty member, Provost, College Dean, and Department Chair.
8. If awarded, the GRIF appointment typically begins at the start of the next academic year. The Associate Vice President for Research and Sponsored Projects will work with the division of Human Resources, Diversity, and Inclusion, regarding the temporary reclassification.
9. Subsequent appointments beyond the first year will require a letter of application (Steps 1 and 2 above), recommendation by the appropriate College Dean (Step 4), recommendation by the Associate Vice President for Research and Sponsored Projects (Step 5), President or designee's approval (Step 6), and verification of an available GRIF appointment from the Chancellor's Office (Steps 7).

Terms of Appointment

1. Appointment to a GRIF classification is not permanent and shall be made only for one academic year or one 12-month period.
2. Appointment to a GRIF classification automatically expires at the end of the period stated and does not establish a right to a subsequent GRIF appointment. Faculty seeking an additional or renewed GRIF appointment must re-apply (see 9 above).
3. GRIF appointments are contingent on the availability of adequate funding from grants, gifts, or other non-state funds. Therefore, should the funding cease to be available, the GRIF appointment will terminate.

4. Since GRIF is awarded in recognition of outstanding capability in winning external funding, appointees to a GRIF classification are expected to be successful in obtaining external funding sufficient to reimburse the state budget for both (a) their salary enhancement and (b) for their own time devoted to research or other activities associated with the GRIF position. Occasionally, a college dean or the provost may match or provide assigned time for purposes of bridging external funding activities, but this will not be normal practice. This expectation for success in external funding should be reflected in the letter of appointment.
5. Appointees to these classifications shall receive compensation comprising the base salary of their normal faculty appointment plus a salary augmentation within the range specified for GRIF by the Faculty Collective Bargaining Agreement above such base salary. The letter of appointment shall state the amount of the accompanying base salary increase.
6. When the appointment to a GRIF position is concluded, the faculty member shall revert back to the salary classification of their prior faculty position with any intervening salary adjustments.
7. The portion of GRIF faculty time that is not fully reimbursed by external funding shall be assigned to normal teaching and departmental, college, and university service responsibilities expected of all other faculty in their regular appointments.
8. Appointment to either GRIF classification does not constitute a promotion nor does termination of a GRIF appointment without renewal constitute a demotion. No tenure or salary rights attach to either classification separate from the tenure rights and salary normally accruing from regular full-time faculty appointment.

Additional considerations:

1. The CSU policy limits the number of GRIF appointments in the system to 100 in any given year. Thus, even if the faculty member receives campus approval, the appointment is contingent on review and approval by the Chancellor's Office.
2. CalPERS regulations limit the amount of annual base salary that can be used in calculating retirement benefits. That limit is the maximum salary rate for the range published on the salary schedule.
3. Faculty members are not eligible for GRIF appointments while on sabbatical, difference-in-pay leave, or other reductions in time-base.
4. GRIF faculty shall have all the privileges and employment benefits accruing to their regular faculty appointment.

Source: Faculty Affairs Committee

EFFECTIVE DATE: May 24, 2021
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