

STATEMENT of POLICY and PROCEDURE

Manual:	Operations	SPP No.	OP 1.11
Section:		Issued:	March 1, 2016
Subject:	Salary Awards	Effective:	March 1, 2016
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Issued by:	Chief Administrative Officer	Approved:	March 1, 2016

1 POLICY

TBRI recognizes the prestige associated with the granting of a salary award to its scientists, by providing either an internal TBRI-funded grant to support their research at TBRI or a salary increment for the duration of the salary award.

2 PURPOSE

To clarify the eligibility and conditions under which a TBRI-funded salary or research award is allocated to Scientists who receive salary awards from granting agencies or other organizations.

3 RESPONSIBILITY

The Scientist must apply for a salary award and notify TBRI of the application and award.

4 ELIGIBILITY AND PROCEDURE FOR DISTRIBUTION OF TBRI-FUNDS

TBRI-NON SALARIED CLINICIAN SCIENTIST (CS):

100% of the salary award is allocated to the CS, or their program, for discussion pending the requirements of the grant. The CS needs to ensure that he/she continues to allocate protected time to research as a CS.

TBRI-SALARIED SCIENTIST OR CLINICIAN SCIENTIST:

Salary awards are used by TBRI to offset salary liability for the TBRI scientist to whom the award was made.

- a) If the value of the salary award is greater than the current salary of the Scientist/Clinician Scientist, the salary is increased to the award level, for the duration of the award.
- b) If the value of the salary is equal to, or less than the current salary of the Scientist/Clinician Scientist, up to 50% of the value of the salary award is provided by TBRI to support the Scientist's research program at TBRI; alternatively, a value of up to 10% of the salary award is allocated by TBRI as a salary increase for the Scientist for the duration of the salary award. The choice of award is subject to approval by the Scientific Director and VP Research.

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TBRRI-LU RESEARCH CHAIR:

According to the provisions of the Collaborative Health Research Partner Agreement in effect at the time, the salary award is used to offset the payer's costs in effect at the time of the award. Any allocation of funds by either institution to the Chair in recognition of the salary award is subject to the institution's own policy.

NON-SALARIED TBRRI SCIENTISTS:

A Scientist employed by another organization, for whom there is no salary commitment by TBRRI, is subject to the rules of their employer.

5 REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

NONE