

## CLASS COURSE BUYOUT

### What is a Course Buyout?

A Course Buyout is when **grant funds** “buy” a faculty member’s released time by paying for that portion of their salary so that the equivalent amount of effort can be spent working on the grant.

A “Buyout” situation applies when a faculty member is granted a course release in order to accommodate a faculty member’s work on an **externally funded grant**. The corresponding percentage of the faculty’s appointment is directly charged (accounted for) to the grant account (budget) during the term of the buy-out.

The University of Houston values the importance of securing extramural funding to support cutting-edge programs of research. The College of Liberal Arts and Social Sciences (**CLASS**) recognizes that submitting grant applications can be laborious, highly competitive, and not always rewarding. Therefore, CLASS makes concerted efforts to strengthen our research infrastructure and develops policies and procedures that are responsive to faculty needs. To incentivize the submission of high-quality federal grant applications, the following policies (Course Buyout and IDC Return) are offered to tenure-track faculty and their respective Department:

#### I. **Course Buyout Policy**

- II. A faculty member may elect to “buy out” of teaching (often referred to as “course release”) to work on a sponsored project, at a rate of **12.5%** of a faculty’s nine (9) month salary **plus fringe benefits** for **EACH** course/semester, **OR \$10,000** of salary plus fringe benefits-**WHICHEVER is lower**. Thus, the rate is capped at \$10,000 plus fringe benefits for faculty members whose 9 month salary exceeds \$90,000.

To receive a course buyout, the investigator must do the following:

- Budget 12.5% effort plus fringe, per course, during the 9-month academic calendar. This rate is designed to cover the FTE associated with teaching a course and seed the Course Release Policy.
- Obtain documentation from the Chair or Dean’s for approval of the course buyout before proposal submission. Contact your DBA or Research Liaison Officer for guidance.

#### II. **CLASS IDC Return Policy**

After CLASS receives its disbursement of IDC funds from the DOR, the resulting funds are distributed as follows:

- 10% to the College to support the College’s research infrastructure.

- 90% to the Department to support the Department's research infrastructure and the Investigator's research infrastructure. Departments determine their allocated percentages for the Unit and the Investigator.

### **III. Academic Salary paid on Grant Funds**

An investigator may choose to budget and pay a portion of the academic salary from grants funds. UH policy allows for 3 full months of summer salary (2 months for NSF) without approval except when restricted by the sponsor.