

Research Salary Bridge Funding Request for Application

Purpose

The purpose of this program is to provide salary support to eligible Wake Forest School of Medicine faculty whose extramurally funded research effort falls below the 65% expectation. The academic enterprise institutional salary cap of \$250,000 applies to the Salary Bridge program.

Eligibility

Faculty must meet the following criteria to be eligible for Salary Bridge:

- Research Intensive (50% or greater research effort)
- At rank of Assistant Professor, Associate Professor, or Professor
- On Tenure-Track, Clinician Scholar Track, or Education Scholar Track
- 0.75 FTE or greater

Key Dates/Timing

Application Deadline	Salary Bridge Start Date
April 1	July 1
July 1	October 1
October 1	January 1
January 1	April 1

Application Procedure

Initial Review

The faculty member's Department Chair should provide the first level of review for Research Salary Bridge Funding requests. Then, if appropriate, the Chair will submit the Research Salary Bridge Funding Application on behalf of the faculty member following the instructions below.

Salary Bridge Application Materials Due on required date above by 11:59 pm.

Department Chairs can submit the Research Salary Bridge Funding Application on behalf of the faculty member through the [Research Salary Bridge Application](#) system. Application instructions are summarized below.

Online Application

- Faculty name, department, rank, faculty track (data enter)
- Upload the following documents individually:
 - Completed [Chair Application Form](#) addressing following requirements:
 - Please provide background on the salary bridge funding candidate (funding history, publication record, quality, submission record, etc.)
 - Please describe plans for extramural grant submissions in this fiscal year (what is the plan to meet extramural funding expectations?)
 - Please describe the applicant's mentoring committee. Who are the members? Who is the primary mentor? How often are the meetings? What is the usual agenda?
 - What avenues of collaboration have been pursued, both inside and outside of the institution?
 - Please share any additional information or extenuating circumstances, if applicable
 - Updated CV
 - [Effort Calculation Table](#) (update green cells, as needed)

Review Process

The research Vice Deans will review applications and make the decision about whether or not to fund an application. The Department Chair will attend this meeting to participate in the discussion and decision.

Funded Salary Bridge Maintenance/Review

All extant salary bridge recipients will be reviewed semi-annually to determine whether or not continued funding is justified. There will be no re-application necessary for faculty with salary bridge needs extending across calendar years; however, additional information on progress may be requested during bridge periods.

Additional Information

Additional information may be found in the current [Faculty Research Compensation Guidance Document](#).

Contacts

Questions about your salary bridge request or the application process should be directed to Meredith Hankins at mahankin@wakehealth.edu.