

## **Psychology Department Policy on Faculty Grant Expenses**

Just a reminder that if you currently have grant money, you should please make your yearly contribution to the department account toward your research expenses for the past year (photocopying, supplies, mailing, long-distance phone calls, etc.) from the grant. You can have the department Coordinator do a transfer from your grant account number to the department account.

At this time the department does not have any official policy on how much the contribution should be. The department chair will leave it to you to judge what your expenses have been and how much your level of funding allows you to contribute (that is, you do not necessarily have to cover the full amount if your grant is small and/or running out of money). If a problem arises with faculty not making contributions, we'll have to move toward some more formal policy of expectations.

Updated 6/15/2010