



Earmark Guidelines

The University of Minnesota supports competitive peer review as the primary and best means to award research funds from federal agencies. In 2008, the University received \$414 million in competitive, sponsored federal funds.

The University will pursue earmarks (special projects sponsored by members of Congress) only if the following criteria are met:

1. An earmark proposal must be in the public interest of the University, the region, the state of Minnesota, or the nation.
2. Each person responsible for the proposal must complete the proposal form describing the scope of the project and other important details.
3. All proposals must be reviewed, approved, and ranked by the relevant chancellor or academic dean to determine whether the proposal has sufficient academic or scientific merit, whether it is consistent with academic priorities, and whether the criteria described in this document have been met.
4. In the case of proposals for research projects, the chancellor or dean must determine that no competitive federal funds are available to support the research. It is the policy of the University not to supplant competitive funding with earmark funding. Therefore, it will require a finding of extraordinary need to overcome the presumption that a research proposal should not go through to the peer review process.
5. In the case of proposals for buildings, infrastructure, or improvements to the physical structure of University property, the chancellor or dean must determine that the proposal is aligned with the University's strategic plan and six year capital plan or an identified target of opportunity.
6. Following approval by the dean or chancellor, the proposal must then be submitted to 1) Provost Tom Sullivan, to Senior Vice President Frank Cerra, or to Senior Vice President Robert Jones, relative to area of responsibility; 2) The Office of the Vice President for Research, Tim Mulcahy, and the director of federal relations, Channing Riggs, for review and comment. **Proposals are due electronically or in Vice President Mulcahy's office on Monday, November 16, 2009.**

The decision to proceed will be determined by balancing the merits of the proposal, its strategic importance, the relative merit of all other proposals submitted for that funding year, and a determination of the political opportunities as they exist at that time.

7. The slate of selected proposals will then be submitted to the senior academic vice presidents who will present recommendations to the president for final approval.
8. Once approved, the slate of proposals will be presented to the Minnesota congressional delegation by the president and the director of federal relations and will be supported by the necessary lobbying efforts.