

Early-Career Salary Support Request for Application

Purpose

The purpose of this program is to increase support to eligible Wake Forest School of Medicine early-career faculty and provide an extended period of time for these individuals to reach the 65% extramurally funded research effort expectation.

Eligibility

Faculty interested in applying for Early-Career Salary Support must meet the following criteria:

- Research-intensive (50% or greater research effort) Early-Career Faculty
- On Tenure-Track, Clinician Scholar Track, or Education Scholar Track
- Completed the start-up phase defined in their offer letters. (please note that “start-up phase” refers to a measure of time. This holds no relation to whether or not funding remains in a faculty member’s start-up account).

Note: This program does not apply to faculty still within their start-up phase or Research Scholar (Contingent) faculty.

Categories

There are two categories with different extramural funding expectations:

1. Faculty at the rank of assistant professor for 7 years or less and have not received a K-Award are eligible for a reduced extramural funding expectation. Faculty members in this category are expected to support 50% of their research effort with extramural funds.
2. Faculty within 2 years after completion of a Career Development Award (e.g. K08, K23, KL2, etc.) are eligible for a reduced extramural funding expectation. Faculty members in this category are expected to support 25% of their research effort with extramural funds.

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 Early-Career Salary Support requests. Then, if appropriate, the Chair will submit the Early-Career Salary Support Application on behalf of the faculty member following the instructions below.

Early-Career Salary Support Application Materials Due on required date above by 11:59 pm.

Department chairs can submit the Early-Career Salary Support Application on behalf of the faculty member through the [Early Career Salary Support Application](#). Application instructions are summarized below.

Online Application

- Faculty name, department, rank, faculty track (data enter)
- Upload the following documents individually:
 - Completed [fillable PDF](#) addressing the 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 share any additional information or extenuating circumstances, if applicable
 - Updated CV
 - Copy of the faculty member’s offer letter

- Effort Calculation Table (update green cells, as needed):
 - Category 1: [Early-Career Faculty with 50% Expectation Spreadsheet](#)
 - Category 2: [Early-Career Faculty with 25% Expectation Spreadsheet](#) (coming off K)

Review Process

Research Leadership, including the Chief Science Officer and the Vice President of Research Administration & Operations, 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. Dean Freischlag will review all decisions.

Funded Early-Career Salary Support Maintenance/Review

Twice per year, all extant early-career salary support recipients will be reviewed to determine whether or not continued funding is justified. There will be no re-application necessary for faculty with early-career salary support needs extending across fiscal years, however additional information on progress may be requested during bridge periods.

Contacts

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