

TO: Department Faculty

RE: FSREP Participation Information

Dear Faculty Members,

This memo provides the context and instructions needed to request participation in FSREP, Faculty Salary Research Exchange Program. FSREP allows investigators to use grant funds to pay up to 30% of their professorial salary during the academic year. In exchange, the UC Berkeley funds that are normally used to pay professorial salary will be deposited into the PI's 19900 fund. Any salary charged to individual grants must be allowable under sponsor guidelines. Campus guidelines can be found at <https://bmap.berkeley.edu/fsrep> and some answers to [FAQ](#).

If you would like to participate in FSREP please notify your Research Administrator who will work with you to fill out the form and start the approvals process. Your FSREP request is needed by May 1 for a July start date.

FSREP appointments *will not be processed retroactively* and any requests received after the deadline will be processed in the next regular occurring payroll cycle.

Sincerely,

Sharon Gillars - Biosciences Business and Financial Services Director

Sue Logan – BEST Region Research Administration Supervisor

Mary Hsueh – Biosciences Academic Services Director