

## Review and Prioritization Process for Non-Competitive Funding Requests that Involve the Action of a U.S. Senator

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The *Guidelines on Non-Competitive Funding* affirm the University's commitment to merit-based peer review as the best mechanism for the allocation of federal funds. Accordingly, the University generally does not seek non-competitive funds awarded through Congressional action. In rare instances and after consideration of criteria outlined in the *Guidelines*, an exception may be made.

The *Guidelines* require that the Chancellor approve all such exception requests. Requests which involve the action of a U.S. Senator require additional review and prioritization by the Office of the President. Each location may develop specific procedures for Chancellorial review and approval of requests. The steps within the review process are outlined below. Steps 2(b) through 10 address the process for Office of the President review of those requests involving the action of a U.S. Senator:

1. In all instances, a request for an exception to the University principle of declining to pursue non-competitive funding will require the review and approval of the respective Chancellor.
2. Following Chancellorial review and approval, the campus Government Relations office will forward to the Office of Federal Government Relations (FGR) a copy of all approved requests, and a prioritized list of those requests involving the action of a U.S. Senator.

Each request should be forwarded to FGR after the Chancellor has granted an exception. FGR will ask campuses to submit prioritized lists of those requests involving the action of a U.S. Senator after the release of the federal budget in early February. The lists may be submitted no later than a date announced by FGR and related to deadlines set by Senators' offices.

3. FGR will consult with Senators' offices regarding the political viability of requests involving senatorial action, working with campus government relations offices as appropriate.
4. FGR will prepare a systemwide spreadsheet for funding requests involving the action of a U.S. Senator, listed by campus and prioritized according to political viability. (This document is currently required by Senator Feinstein and prospectively required by Senator Boxer.)
5. FGR will forward the spreadsheet, along with a copy of each request accompanied by FGR written comments regarding political viability, to the Provost and Senior Vice President -- Academic Affairs, the Senior Vice President -- University Affairs, and the Senior Vice President -- Business and Finance. FGR will forward written comments regarding the political viability of campus projects to the respective Chancellor.
6. The Senior Vice Presidents will review requests in consultation with appropriate offices within the Office of the President, according to the substance of individual requests.
7. The Senior Vice Presidents will advise the President regarding finalization of systemwide prioritization of requests, following careful consideration of factors including:
  - i. individual campus priorities as established by chancellors;
  - ii. the academic significance of the proposed requests;
  - iii. the financial impact of the proposed requests;
  - iv. the political viability of the proposed requests; and
  - v. potential conflict of proposed requests with other University projects or issues deemed to be systemwide priorities by the President
8. The President will consult with Chancellors before setting final priorities.
9. The President will approve the final prioritization.
10. The Office of Federal Government Relations will communicate the final approved systemwide prioritization to Chancellors.
11. The Office of Federal Government Relations will communicate the President's approved prioritization to Senators for consideration and action.