



Letter of Agreement – CIES Faculty Investigator

The undersigned hereby agree that \_\_\_\_\_ will be appointed as a Center Investigator in the Center for Infrastructure and Engineering Studies (CIES) for Fiscal Year 2025. As a CIES Investigator, the appointee agrees to the following Investigator Expectations and will receive the following Investigator Benefits.

Investigator Expectations:

- 1. Center Credit: Center Investigators are expected to credit CIES (R5012021) on the Proposal Signature Routing Slip (PSRS) for any proposal with applicable center-related research.
2. Center Technician Support: Center Investigators will budget for laboratory/field research assistance by technical staff for any center-supported proposal as appropriate. A Technician hourly rate of \$39.74/hr. plus fringe benefits should be identified in the budget.
3. Equipment Usage Fees: Equipment Usage Fees should be part of your project budgets. Center Investigators are encouraged to contact the technical staff for input regarding technical aspects of research proposals related to equipment usage fees or other relevant aspects.

Investigator Benefits:

- 4. Administrative Assistance: Center Investigators will have access to administrative support for creation of the PSRS and budgets for any proposal providing center credit. Support staff must be contacted 10 business days prior to the OSP submission deadline for in-depth (advanced budget tracking, cost-share, etc.) support requests and 5 business days prior to submission for typical PSRS/budget preparation to ensure availability.
5. Office Space: CIES has office space on the second floor of the Pine Street building. Center Investigators may request office space for graduate students on a semester basis. Allocation of office space will depend on current usage and availability as well as timing of the request. Requests are subject to the following maximum duration limits of 5 semesters for M.S., 11 semesters for Ph.D., and 3 years for post-doc/visiting scholars. Please contact spitz@mst.edu to inquire.
6. Financial Incentive: CIES Investigators can submit one request for up to \$500 per fiscal year for equipment usage fees, faculty or student (undergraduate or graduate) travel related to CIES-credited research, or relevant course-related supplies. Please see the 'CIES Investigator Incentive Program' form on the CIES website for more information.

This agreement will be reviewed by all parties on an annual basis.

Investigator Signature

Date

CIES Director Signature

Date