

Guidelines for Pursuing a Non-Traditionally Funded Position

What is a non-traditionally funded position?

Non-traditionally funded positions are 1.0 FTE Cooperative Extension positions where a partner provides half or more of the salary and benefits of a UC ANR position. In the case of non-traditionally funded CE Advisor and CE Specialist positions, UC ANR will contribute up to 0.5 FTE of a 1.0 FTE CE position. In the case of other positions (Community Education Specialist, Academic Coordinator, Research Specialist, SRA, etc.), UC ANR works with partners interested in fully funding these positions. For example, [UC ANR Climate-Smart Community Educator Specialists in partnership with CDFA and funded by the California Strategic Growth Council](#).



Why pursue non-traditionally funded positions?

Part of increasing our reach across California, depends on expansion of our academic and program staff footprints. UC ANR has successfully partnered to increase our numbers, and therefore our ability to make a difference, through non-traditionally funded positions. [Updates on these types of positions are included in the ANR Strategic Plan Accomplishments](#).

Checklist for developing such funding possibilities

Steps	Considerations
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1. Identify prospective or interested partners

<input type="checkbox"/>	A. Prospective partners	Identify those who have similar goals and who would benefit from working with us. Be prepared to share the rationale for why they might want to fund a UC ANR position .
<input type="checkbox"/>	B. Alert leadership to your conversations	They can provide assistance and examples of agreements in effect. They can advise if Development Services could also help.

2. Determine the fit

<input type="checkbox"/>	A. Mission	<ul style="list-style-type: none"> Confirm the position responsibilities fit within the UC ANR mission and needs, <u>and does not represent a conflict of interest for UC ANR</u>. Was the position identified as a need in a recent position call or does it fill a recent vacancy? Does the position fit our mission even though not identified in a recent call process? In these cases, consult leadership quickly. (For example, UC ANR's two NRCS co-funded positions were not part of the last 2018 call process; however, healthy soils is a growing area of concern for both parties and the gap was going to increase in CA. NRCS had the funding but couldn't fill positions.)
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Steps	Considerations
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3. Communicate with leadership

<input type="checkbox"/>	A. Confirm resources	Check with UC ANR leadership to confirm if UC ANR resources are available.
<input type="checkbox"/>	B. Discuss the potential position	We want to be certain the position fits the intended goals and ensure that everyone is aware of conversations underway. No surprises makes for a smooth path.
<input type="checkbox"/>	C. Discuss risk	If we turn down a partner, they may not come back. So think carefully about current and future needs, the match of interests, capacity to implement, and mutual expectations. Be certain to consider the potential of the partnership to pose a conflict of interest.

4. Develop the Agreement: if there is a fit and resources are available then you should continue

<input type="checkbox"/>	A. Consult with leadership	Decide who should pursue conversations with the partner, UC ANR leadership, someone in the local office (County Director, SWP/I director, etc.), someone from Development Services?
<input type="checkbox"/>	B. Be clear on expectations. <ul style="list-style-type: none"> ○ Clarify ○ Be realistic ○ Position evaluation 	<ul style="list-style-type: none"> • Ensure the detailed agreement clearly shows each organization’s expectations and responsibilities. <i>A number of conversations will be needed before an agreement is reached.</i> • Managing the partnership is an ongoing process and requires time. We have ceilings on how many partnerships can be effectively managed given we need to touch base with partners about 3 times per year. • Partners are not a part of the internal annual academic merit and promotion processes, however, they do have input on program progress.
<input type="checkbox"/>	C. Complete the template agreement	Consult with leadership to determine cost and for the draft agreement.
<input type="checkbox"/>	D. Communicate	Keep all relevant partners and UC ANR parties informed as the process proceeds to avoid surprises or issues later.

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