

Supplemental Compensation Winter 2018

Appointed Personnel

Name:

EmplID:

Dates:	Max # hours Available	# Hours Requested	Account #
Pay Period: 12/17/2018 – 12/30/2018			
Week 1: December 17 – December 21	40 hours		
Week 2: December 24 – December 28	24 hours (W, Th, F)		
Pay Period: 12/31/2018 – 1/13/2019			
Week 1: December 31 – January 4	32 hours (M, W, Th, F)		
Week 2: January 7 – January 11	16 hours (M-T)		

Total Hours:

Description of work:

GUIDELINES & CRITERIA FOR APPOINTED PERSONNEL

Hours & Earnings Guideline	FISCAL	ACADEMIC
Authorized Hours Per Year	176	464
NIH Salary Cap	N/A	464 with hourly rate of \$102.38 without departmental match
NSF 2/9 of Academic Annual Salary	N/A	310 of the 464 (464 with NSF approved budget)
Authorized Earnings Per Year	1/12 of annualized salary	1/3 of annualized salary
Supp Comp Hourly Rate Formula	Annualized salary / 2080	Annualized salary * .00072
Maximum Hours Per Pay Period	N/A	N/A

Note: Faculty salaries paid on federal award must be in compliance with federal regulations. OMB Uniform Guidance (2 CFR 200) doesn't normally allow supplemental compensation during the academic or fiscal appointments. Exceptions must be specifically provided for in the agreement or approved in writing by the sponsoring agency.

Once complete, please email this form to Erin Korte, HR Representative, at

erinkorte@email.arizona.edu **by Friday, December 7th.**