Supplemental Compensation Winter 2022
Appointed Personnel Only

Name:

EmpID:

Dates:	Max # hours Available	# Hours Requested	Account #
Pay Period: 12/12/2022 – 12/25/2022			
Week 1: December 12 – December 18	0 hours		
Week 2: December 19 – December 25	32 hours (M, T, W, Th)		
Pay Period: 12/26/2022 – 1/08/2023			
Week 1: December 26 – January 1	32 hours (T, W, Th, F)		
Week 2: January 2 – January 8	32 hours (T, W, Th, F)		
Pay Period: 1/09/2022 – 1/22/2022			
Week 1: January 09 – January 15	16 hours (M, T)		
Week 2: January 16 – January 22	0 hours		

Total Hours: _____ (maximum 112)

Description of work:

Guidelines & Criteria for Appointed Personnel:

	Fiscal	Academic
Authorized Hours Per Year	176	456
NIH Salary Cap	N/A	456 with hourly rate of $111.68 without department match
NSF 2/9 of Academic Annual Salary	N/A	310 of the 456 (456 with NSF approved budget)
Authorized Earnings Per Year	1/12 of annualized salary	1/3 of annualized salary
Supplemental Compensation Hourly Rate Formula	Annualized Salary / 2088	Annualized salary * .000731
Maximum Hours Per Pay Period	N/A	N/A

Note: Faculty salaries paid on federal awards must follow federal regulations. OMB Uniform Guidance (2 CFR 200) does not normally allow supplemental compensation during the academic or fiscal year appointments. Exceptions must be specifically provided for in the agreement or approved in writing by the sponsoring agency. Please contact Sponsored Projects & Contracting Services at SPCS-financialcompliance@arizona.edu for questions regarding payments on federal awards.

IMPORTANT ACADEMIC UPDATE: Due to the addition of Juneteenth as a 2023 holiday, the supplemental compensation hourly multiplier for academic appointments has been updated to .000731, with 456 authorized hours available. As in past years, this schedule results in 1/3 of annualized salary as authorized earnings per year for academic appointments.

Once complete, please email this form to Lizeth Enriquez HR Generalist, at LizEnriquez@arizona.edu

BY Wednesday December 7, 2022.