

Supplemental Compensation Winter 2023

Appointed Personnel Only

Name:

EmpID:

Dates:	Max # hours Available	# Hours Requested	Account #
Pay Period: 12/11/2023 – 12/24/2023			
Week 1: December 11 – December 17	0 hours		
Week 2: December 18 – December 24	32 hours (M, T, W, Th)		
Pay Period: 12/25/2023 – 1/07/2024			
Week 1: December 25 – December 31	32 hours (T, W, Th, F)		
Week 2: January 01 – January 07	32 hours (T, W, Th, F)		
Pay Period: 1/08/2024 – 1/14/2024			
Week 1: January 08 – January 14	16 hours (M, T)		
Week 2: January 15 – January 21	0 hours		

Total Hours: (maximum 112)

Description of work:

Guidelines & Criteria

	Fiscal	Academic
Authorized Hours Per Year	176	456
NIH Salary Cap	N/A	456 with hourly rate of \$116.28 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 / 2080	Annualized salary * .000731
Maximum Hours Per Pay Period	N/A	N/A

- Foreign Nationals: Immigration status may affect supplemental compensation eligibility. Direct visa-related questions and requests to the [International Faculty & Scholars](mailto:uaifs@arizona.edu) office at uaifs@arizona.edu.
- Submit all Supplemental Compensation requests for Appointed Personnel in UAccess Employee, Manager Self Service.
- Questions? Contact [Workforce Systems](mailto:workforcesystems@arizona.edu) at workforcesystems@arizona.edu.

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 6, 2023.