

# 2022 GGCP Raefresher

March 24, 2022



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# Welcome

Presenter: Mindy Schroeder, MPH  
Academic Personnel Manager  
Jacobs School of Engineering

+ x ÷

01

## General Info

- What GCCP is, why we have it
  - Facts
- General Announcements
  - Workflow

02

## Feedback /Tips on Forms

03

## Descriptions of the 4 components

04

## Special circumstances

05

## Anything you want to ask about

# 01. What is GCCCP? Why do we have it?



## ☆ GCCP = General Campus Compensation Plan ☆

- Different than, but modeled on HSCP (Health Sciences Compensation Plan)
- Faculty may augment their by **30%** and increase summer 9ths.
- **Intent of the program**
  - Incentivize faculty to obtain and use external funds for his or her research, teaching, our outreach.
- **Potential Issues**
  - Worries about decreased teaching commitment
  - Changes to plan throughout the year

# ☆ GCCP = General Campus Compensation Plan ☆

## ● How it works

- Faculty may request up to 30% of their base salary+os (**covered compensation**) as additional compensation provided that they meet program requirements and have the funding to do it.
- The additional compensation is paid by **non-state supported funds** (such as endowed chairs, gifts, or research grants) ☆
- The augmentation is added to their covered compensation (their base salary+off-scale) for what is called the “**Total UC Salary.**”
- Total UC Salary becomes their 9 over 12 salary and is used as the base for purposes of calculating summer ninths. It is NOT the same as covered compensation. Covered compensation is ONLY base+OS.
- **Total UC Compensation:** base+OS+negotiated increment+summer 9ths+admin stipend





# A HISTORY OF GCCP



# FACTS

- GCCP Started effective July 1, 2013 and was approved for a 5-year trial period
  - Participating Campuses at the time included:
    - UC San Diego
    - UC Irvine
    - UCLA
- Approved for an additional four years, 7/1/18-6/30/22.
  - As a condition of extending the plan, new fund restrictions, additional data, and certifications are required for participation (implemented for 2018)
- Current temporary 1-year extension for AY 22-23
- As of July 1, 2019, UCR also adopted GCCP





# FACTS

- 131 Participants n 21/22
  - 74 Engineering
  - 30 Div Bio Sci
  - 13 RSM
  - 12 in Phys Sci
  - 6 in Social Sci
- Engineering over the years
  - 2013-2014: 40
  - 2014-2015: 52
  - 2015-2016: 51
  - 2016-2017: 60
  - 2017-2018: 61
  - 2018-2019: 61
  - 2019-2020: 71
  - 2020-2021: 74

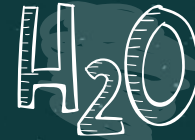


# General news



## Due Date

This year's due date (to JSOE  
Dean's Office): 4/30/22



## Application Update

- Training Check - Done
- Funding Check - Done
- FSEP Request - Done
- Routing - Done
- Beta Test - Not done



# General Tips

Visit:

<https://aps.ucsd.edu/compensation/apo-salary.html#General-Campus-Compensation-Pla>



Submit Only When Final  
Due date: We will work  
with you

01

03

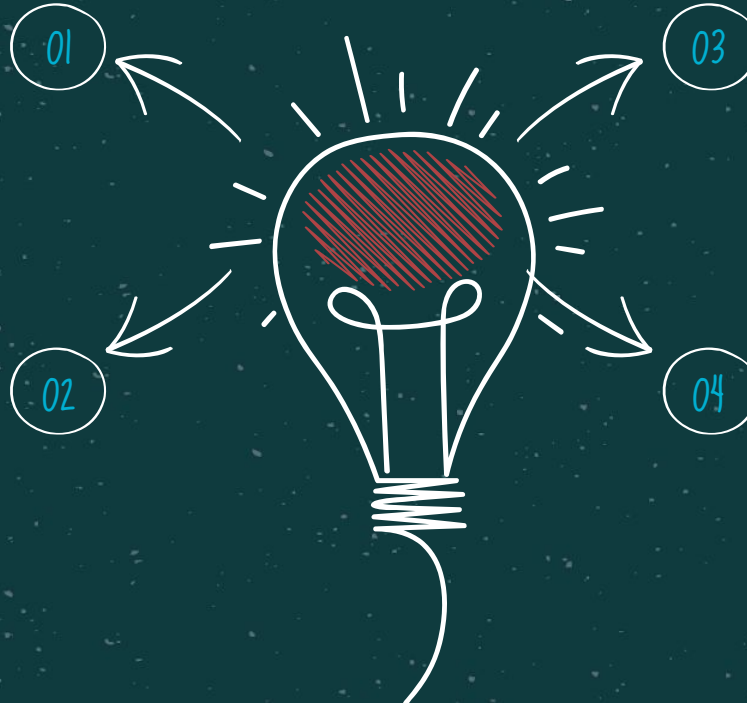
Once negotiated and  
approved - NO CHANGES

Please make sure forms  
are typed!

02

04

List Good Standing in  
your call letter





# The Process Tree!

Step 1: AP Manager Reviews for overall completeness, pending review and retention file status, computation errors, and any red flags, such as inappropriate

Step 2: AP Analyst reviews for good standing (Training, APM 025), and other items impacting pay (i.e. Leaves, FSEP)

Step 3: Business Director reviews fund sources to make sure they are appropriate, are properly funded, no deficits, etc.

Step 4: Exec Asst Dean Reviews overall program and determines if any exceptions can be approved. Makes recommendation to Dean.

Dean reviews and endorses/disapproves request

Requests are submitted to Academic Compensation

Academic Compensation ensures correctness and completeness of requests, ensures program compliance, makes recommendation to EVC.

EVC makes final decision and directs Acad Comp to issue outcome

Outcome is received in Dean's Office and forwarded to Department

Department enters into payroll

Subsequent change in index throughout the year are entered by department and do not need to be reported, unless the edit is to an FSEP line.

Call Letter goes From EVC to all potentially eligible academics (note: this goes directly to academics and staff are not copied)

Departments Follow their GCCP Process

Request is received in Dean's Office



# The Request Form - Starting Off

Yes  No **7/1/22 review pending. If yes, fill in Proposed and Current lines. Current line information for provisional letters only. If no pending review, use Proposed only. Worksheets calculate based on Proposed.**

	Title	Step	OS	Scale Rate (annual)	MOS (annual)	BOS (annual)	Covered Compensation Rate	Negotiated Salary Increment	Total UC Salary Rate	% Time (FTE)	Summer Salary (Max 3/9ths)	Administrative Stipend (Add'l Covered Comp)	Total UC Compensation
Proposed for 7/1							\$0		\$0		\$0.00		\$0
Current							\$0		\$0		\$0.00		\$0

UCPath Comp Rate Codes: UCANNL or UCARVE UCDECS UCOFF1 UCGCYN

- If the individual had or is undergoing a review eff. 7/1/22 mark yes **UNLESS** the review is completed and a final outcome has been issued by the time you submit the request
- If there is a retention pending please note that in this area also by checking yes and filling out the proposed information.
- **New for this year** - for those with a pending review, enter both Proposed and Current salary info on the request. Worksheets will calculate based on **proposed**.
- Final approval will be issued **after** outcome is final.
- If the worksheet starting values **do not match the outcome** of a pending review, the worksheet will need to be **redone and resubmitted**.



# New for this year



- Calculations are now displayed as percentage instead of decimal
  - 75% instead of .750000
- Decimal places have been designed to match UC Path entry
  - Expressed as a percentage with 6 decimal places
- Fields have been locked to prevent you from modifying formulas
  - This will likely result in rounding errors that you can't prevent. That's ok. (More later)
- FSEP Form has been updated to reflect UC Path/Contingency Lines



# Starting Values

## The Easy Part!

1

BASE

Approved salary  
base per salary  
scales: Rank/step

2

MOS

Market Off Scale -  
extra covered comp  
- permanent

3

BOS

Bonus Off-Scale -  
temp covered comp

# Starting Values

## The Hard Part!

(not that hard, really)

Must be rounded to the nearest \$100 - but may never exceed 30%

Round down if you are requesting 30%



Round up or down if you are requesting less than 30%

Must be the same % every month



# Starting Values

Summer 9ths are eligible for retirement fund

Summer 9th's max salary earnings



Not required, but if they are not used, explain why.

Must have funding in hand to cover 9ths, even if they choose not to use it.



- Scenario 1: Total UC Salary = \$100,000, no GCCP
  - 3 summer 9ths at \$100,000K base = \$33,333.33
  - Total UC Comp = \$133,333.33
- Scenario 2: Total UC Salary = \$100,000, 30% GCCP Participation, no summer ninths
  - \$100,000 UC Salary + \$30,000 Negotiated increment
  - Total UC Comp = \$130,000



Summer Salary

---

Max out 3 summer  
9ths first



# Total UC ☆

## Compensation: ☆

1

BASE

Approved salary  
base per salary  
scales: Rank/step

2

MOS

Market Off Scale -  
extra covered comp  
- permanent

3

BOS

Bonus Off-Scale -  
temp covered comp

4

Negotiated

Approved salary  
base per salary  
scales: Rank/step

5

Summer Salary

Max out 3 summer  
9ths first

Admin Stipend,

If applicable



# The Request Form – Faculty Cert



## Faculty Certification

- I have sufficient, appropriate external funding to cover my salary, benefits, and contingency fund obligations.
- I will not reduce my teaching, research, service, and graduate support commitments during my participation.
- I understand that early withdrawal from the program is allowed only upon separation from the University or as a result of an official disciplinary action.
- I will participate in FSEP during the participation year.
- I will take a sabbatical or other leave this academic year. Planned Leave Type/Qtrs: \_\_\_\_\_
- I have requested and received pre-approval for any APM 025 Category I activities planned for the participation year. Approval is attached.
- I am in compliance with all applicable University policies, procedures, and mandatory training requirements, including the following: Sexual Violence and Sexual Harassment Prevention Training, Cyber Security Awareness Training, and Lab Safety Training (if applicable).
- I have reviewed my department's equipment inventory control procedures and understand UCSD conducts physical inventory of my capital equipment every two years.

## Fund Sources

Teaching research, service, grad support

No withdrawal



FSEP (NO BUYOUTS!), Leaves, Overload

Indicate **whether you have info or not**

**FA** Sabbaticals **MUST** be submitted **WITH** request

**FSEP** for **ENTIRE AY** must be submitted **WITH** Request

*Anything after = exception*



## APM 025

Training

Inventory Control





# The Request Form – Fund Manager



## Fund Manager Verification

- I have verified that the funds listed on the attached worksheet are appropriate and sufficient to cover the salary, benefits, and contingency fund obligations and will be during the participation year.
- Funding from outside the department will be used. Backup showing approval of the use of this funding is attached.
- The funds listed in the request are in an account/fund that is assigned to, or may be used at the discretion and approval of the requestor.
- The funds listed in the request are (i) not appropriate and/or insufficient to cover the GCCP, associated benefits, and contingency fund obligations, or, (ii) will not be available for use during the participation year.  There is currently a fund overdraft that must be corrected prior to start of the program.

Fund Manager Comments:

[Redacted comment area]

Name: Mindy Schroeder

Fund Manager

Title

April 5, 2022

Date:

## Department Chair Endorsement

- Sign your name with an image or a digital.pdf signature
- Attached proof of outside funding (if applicable)



# Department Chair Certification



Good Standing



Within Norms



Satisfactory  
Review



Teaching Load



Retention/GCCP  
Discussion



Allowable  
funds/contingency

# The Request Form – Dept Chair

Name	Title	Date						
<b>Department Chair Endorsement</b>								
<input checked="" type="checkbox"/>	I certify that the requestor meets GCCP good standing requirements listed in the UCSD Implementation Guidelines							
<input checked="" type="checkbox"/>	I certify that the requested salary amount is within the norms of the department/discipline and is consistent with the UCSD Implementation Guidelines							
<input checked="" type="checkbox"/>	I certify that allowable and appropriate resources are available to support the proposal and that the contingency fund requirements have been met							
<input checked="" type="checkbox"/>	I have verified that the Requestor has not reduced and is not expected to reduce support for graduate students, postdocs, researchers, or any other positions tied to the listed account/funds in order to participate in the Program							
<input checked="" type="checkbox"/>	I have verified the Requestor attained advancement in rank or step at the last on cycle review or equivalent satisfactory review							
<input checked="" type="checkbox"/>	I certify that the Requestor will fulfill all teaching obligations this academic year	<table border="1"><tr><td><i>Requestor's Approved Courseload</i></td><td>4</td></tr><tr><td><i>Approved Department Courseload</i></td><td>4</td></tr></table>	<i>Requestor's Approved Courseload</i>	4	<i>Approved Department Courseload</i>	4		
<i>Requestor's Approved Courseload</i>	4							
<i>Approved Department Courseload</i>	4							
<input checked="" type="checkbox"/>	I have verified that the Requestor is in compliance with all applicable University policies, procedures, and mandatory training requirements, including the following: Sexual Violence and Sexual Harassment Prevention Training, Cyber Security Awareness Training, and Lab Safety Training (if applicable)							
<input checked="" type="checkbox"/>	Requestor received formal retention offer	Yes or No: <table border="1"><tr><td>In past 2 yrs?</td><td>Yes</td><td>In past 5 yrs?</td><td>No</td></tr></table>	In past 2 yrs?	Yes	In past 5 yrs?	No		
In past 2 yrs?	Yes	In past 5 yrs?	No					
<input checked="" type="checkbox"/>	GCCP was discussed during recruitment?	Yes, if true: <table border="1"><tr><td>Verbally?</td><td>Yes</td><td>In writing?</td><td>Yes</td><td>It was not discussed</td><td>Unsure</td></tr></table>	Verbally?	Yes	In writing?	Yes	It was not discussed	Unsure
Verbally?	Yes	In writing?	Yes	It was not discussed	Unsure			
<input type="checkbox"/>	I am <b>not able to verify</b> all of the items listed above. See below for additional details/instructions on deficiencies in the proposal, and recommendations for correction							
<input checked="" type="checkbox"/>	I support the Requestor's participation in GCCP at the proposed base salary, negotiated salary component and Total UC Salary amounts							
<input type="checkbox"/>	I <b>do not</b> support the Requestor's participation in GCCP							

# Workload

I certify that the Requestor will fulfill all teaching obligations this academic year

*Requestor's Approved Courseload*

4.0

*Approved Department Courseload*

4.0

- Those teaching less than the department norm
  - Dept Norm = the department's approved course load
  - Dept norm is **NOT** "Less than what they taught last year or previous years."
  - If they **always** teach less state why.
  - You may need to attach an additional sheet.
  - Faculty participating in GCCP may not reduce their teaching commitment.
  - If the faculty member is on sabbatical or any other kind of leave, then their teaching is likely reduced. They should work with the department chair to ensure that they are meeting their workload for the year.





New  
**REMOVED!**  
Research Detail



# The Worksheet: Feedback and Tips

In the vast majority of cases, a correctly completed form will either match or only be off by pennies in the “Difference from UC Salary proposed” field.



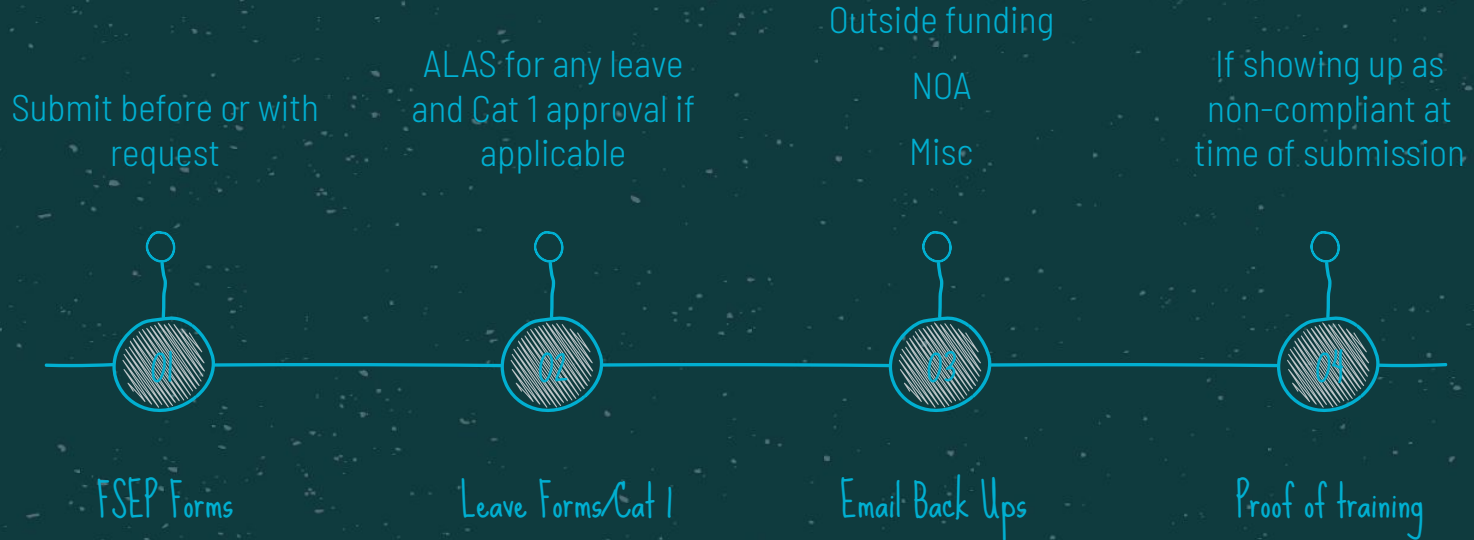
<i>Calculated Salary-- All Fund Sources:</i>	260,000.00			
<i>Difference from UC Salary proposed:</i>	0.00			
		<i>% Time (9 mo)</i>	<i>% Effort</i>	
<i>Total Percent Time Paid:</i>	100.00%	100.00%	75.00%	

Calculated Salary-- All Fund Sources:	138,000.64	
Difference from UC Salary proposed:	8,000.64	
		% Time (9 mo)
Total Percent Time Paid:	100.00%	100.00%

*(uh oh - something's wrong!)*

- Make sure percent is 100 and the dollar amount matches
- Percent adds up to 100%, but the total is 8K off. Is it a Cap Gap error?

# Additional Items To Submit



# The four components of the GCCP Worksheet

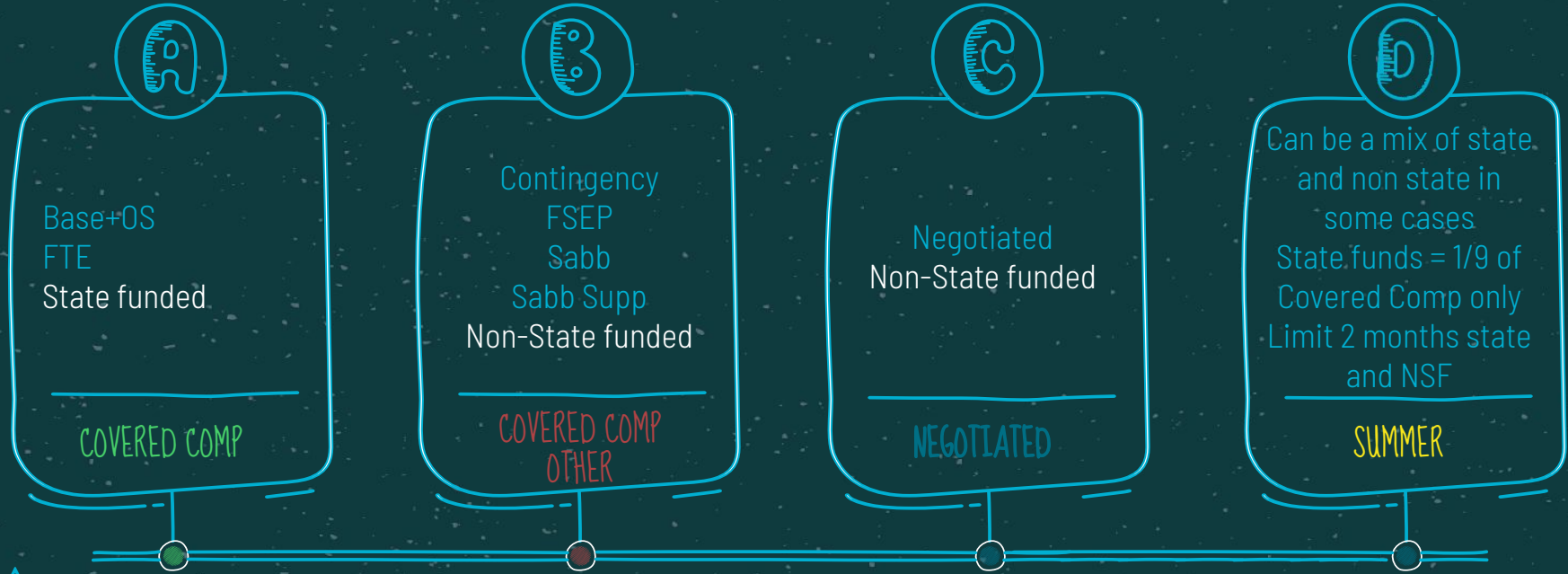


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$$+ \times \div$$

STUDY  
HARD!

# ★ Four Components of GCCP



- Covered Compensation supports research, teaching, and service
- LRF/Teaching *base salaries* are 100% state supported by an FTE (Full-Time Equivalent)
  - *Base Salary* aka Covered Compensation = Scale Rate + any OS
- General Campus faculty may supplement their covered compensation by using outside fund sources to support *research*.
- General Campus Faculty **may not** pay for their own *teaching* or *service* using research funding.

- *Teaching* + *Service* = 50% of expected commitment.
- Therefore, General Campus Faculty must receive **at least** 50% of their base salary from state supported funds (**the minimum**).
- **The maximum (aka target)** that can be funded in this section is 100% of the FTE minus the contingency amount



## Salary Sources

### Covered Compensation - FTE Fund Sources

Use this section to record salary paid from the faculty member's regular FTE. Fund sources are 99100A. The maximum annual salary for this section will be the covered compensation rate (the scale rate plus off-scale amount), less funds set aside for the contingency funds and less any funds used in for FSEP. The minimum annual salary for this section is 50% of covered compensation rate.

UCPath Note REG Earnings Code on MCOP Salary Worksheet

ENTITY	FINANCIAL UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	FUNDING SOURCE	START	END	MO	% TIME	RATE	SALARY
16110	1000194	13991	State General Fun	1003952	1	400		7/1/2022	6/30/2023	12	75.000000%	16,500.00	148,500.00
													148,500.00
													FTE Fund Source Minimum: 76,500.00
													FTE Fund Source Target (excl. FSEP): 148,500.00



Base+OS  
FTE  
State funded



COVERED COMP





START	END	MO	% TIME	RATE		SALARY	
7/1/2022	12/31/2022	6	75.000000%	16,500.00	July-Dec=100% Jan-June=50%	74,250.00	
7/1/2022	12/31/2022	6	25.000000%	16,500.00		24,750.00	
1/1/2023	6/20/2023	6	50.000000%	16,500.00		49,500.00	
						148,500.00	
						<i>FTE Fund Source Minimum:</i>	76,500.00
						<i>FTE Fund Source Target (excl. FSEP):</i>	148,500.00

Wrong

Right

FTE must be fully funded (round up if need be)

In both examples the total is correct, but the top example is over funded for the first half of theyear and under funded the second.

START	END	MO	% TIME	RATE		SALARY	
7/1/2022	12/31/2022	6	50.000000%	16,500.00	July-Dec=75% Jan-June=75%	49,500.00	
7/1/2022	12/31/2022	6	25.000000%	16,500.00		24,750.00	
1/1/2023	6/20/2023	6	75.000000%	16,500.00		74,250.00	
						148,500.00	
						<i>FTE Fund Source Minimum:</i>	76,500.00
						<i>FTE Fund Source Target (excl. FSEP):</i>	148,500.00

*is to make up for the salary from FTE fund sources that was set aside for the contingency fund and for FSEP. It may also be*





## What other fund sources?

- Contingency
- FSEP (Faculty Salary Exchange Program)
- Partial Sabbatical with Sabbatical Supplement

## But **NOT** Course Buyouts

- Why?

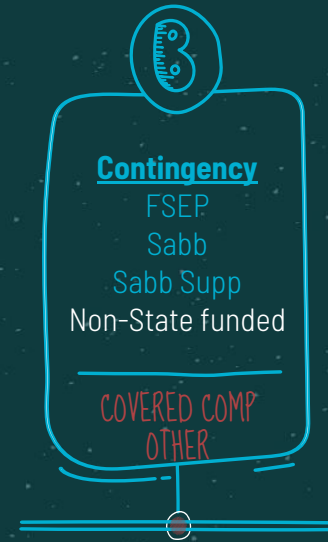
## ● Contingency

### ○ What It is:

- A that Fund covers faculty who default on GCCP
- All faculty must put 10% of their negotiated increment into the contingency fund.
- Once flush, departments can begin to distribute the excess towards other sources

### ○ Why is this considered covered compensation?

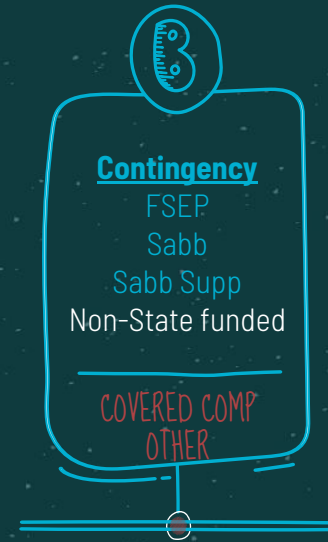
- The 10% contingency is drawn from state funding and then replaced by another source to make the salary (i.e. FTE) whole. Essentially - a tax on their salary.
  - Example: **100K Total Covered Comp + 30K Negotiated Increment**
    - \$100,000 total Covered Comp is reduced by \$3,000
    - \$3,000 goes to the contingency fund.
    - \$97,000 of salary is now supported by state funds
    - Faculty member must identify a new source to pay for the missing \$3,000



## ● Contingency (Cont)

### ○ Rules to follow

- The contingency fund is *always* funded in this section
- The contingency fund is *never* from a state funded source (including start-up) - **no exceptions**
- The contingency should be listed as a **separate line** entry.
- The contingency must be **rounded up** to the nearest .0001 percentage.
  - Note - the formula in the spreadsheet may prevent this from happening - this is ok.



# Sample base+contingency funded

## Covered Compensation - FTE Fund Sources

Use this section to record salary paid from the faculty member's regular FTE. Fund sources are 99100A. The maximum annual salary for this section will be the covered compensation rate (the scale rate plus off-scale amount), less funds set aside for the contingency funds and less any funds used in for FSEP. The minimum annual salary for this section is 50% of covered compensation rate.

UCPath Note REG Earnings Code on MCOP Salary Worksheet

ENTITY	FINANCIAL UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	FUNDING SOURCE	START	END	MO	% TIME	RATE	SALARY
16110	1000194	13991	State General Fund	1003952		1	400	7/1/2022	6/30/2023	12	74.975000%	16,666.67	149,960.04
													149,960.04
													FTE Fund Source Minimum: 77,250.00
													FTE Fund Source Target (excl. FSEP): 149,950.00

## Covered Compensation - Other Fund Sources

Use this section to record salary that is part of covered compensation, but is not coming from regular FTE fund sources. This is to make up for the salary from FTE fund sources that was set aside for the contingency fund and for FSEP. It may also be used to record sabbatical leave supplement funding.

UCPath Note REG Earnings Code on MCOP Salary Worksheet

ENTITY	FINANCIAL UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	FUNDING SOURCE	START	END	MO	% TIME	RATE	CAP RATE	CAP GAP	SALARY
16110	1000194	20001	Federal Contract or	1017943		1	20001	7/1/2022	6/30/2023	12	2.272727%	16,666.67	16,441.67		4,539.96
													4,539.96		
													Minimum Amount: 4,550.00		
													Target Amount: 4,539.96		
													Covered Compensation - All Fund Sources: 154,500.00		
													Difference from actual covered compensation: 0.00		



- FSEP (Faculty Salary Exchange Program)

- What it is:

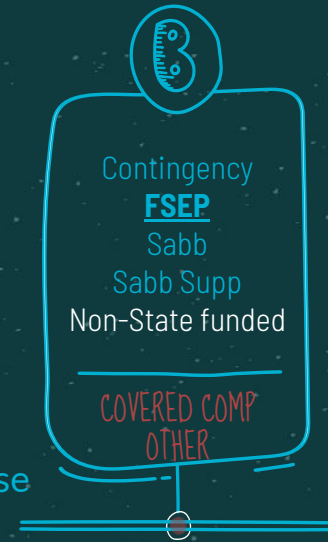
- Program that allows faculty to cover part of their FTE with non-state funds.

- Why do they do this?

- They may be **required** to do it by their funding agency
- They may want to **release state funds** for some other purpose

- The Rules:

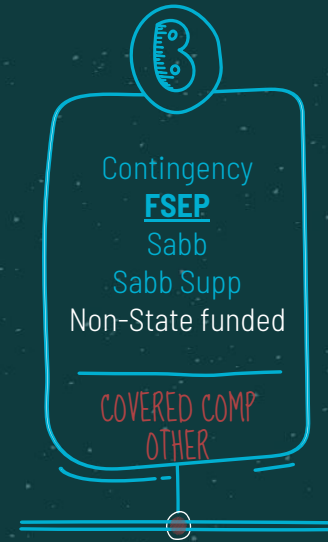
- FSEP requests for GCCP participants should come forward at time of the initial GCCP submission. (The GCCP program requires complete funding to be pre-determined for plan participation.)
- If it is necessary on occasion to submit an FSEP request after the GCCP program has begun it is allowed. However, FSEP requests sent forward after the program has begun should be infrequent instead of the norm.



## ● FSEP (Faculty Salary Exchange Program-Cont)

### ○ The rules

- FSEP is *always* based on the **Covered Compensation Rate** (aka JUST the FTE)
- FSEP is *always* funded by a non-state funded source supporting the faculty member's research
- FSEP can *never exceed* 50% of the Covered Compensation Rate
- FSEP must be taken concurrent with the **entire pay period**.
- The **percentage** of FSEP appearing on the worksheet will be **different** than the percentage of FSEP appearing on the request.
  - Fill out the FSEP **request first**, determine the dollar amount that the percentage will yield, calculate the corresponding percentage on the worksheet that will yield that dollar amount.





## EXAMPLE 1: 15% FSEP WI22

\$100,000 Base+OS (FTE/Covered Compensation)

\$30,000 Negotiated

\$130,000 Total UC Salary Rate

- Covered Comp (aka FTE) = \$100,000,
  - Remember FSEP is *always* based on the Covered Compensation Rate (aka JUST the FTE)
- 15% FSEP for WI22 =  $100,000/12 * 4 \text{ months} * .15 = \$5000$ 
  - Your GCCP worksheet should reflect a \$5000 charged to the FSEP Chart String
  - The percentage on the worksheet WILL NOT equal 15%
    - Why?
      - The worksheet funds Covered Comp+Negotiated increment
      - FSEP is based on Covered Comp only
      - 15% of 130K is not the same as 15% of 100K.





Current Method of Pay:

				Total
Project #(s)	2013669			
Task #(s)	1			
Fund(s)	13991		20001	
Percent	100%			100%

Contingency for GCCP

Proposed Method of Pay:

				Total
Project # (s)	2013669	1017964		1017964
Task #(s)	1	1		1
Fund(s)	13991	20001		20001
Percent	82%	15%		3%


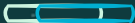


Contingency for GCCP

Notes:




- Participating in GCCP
- Submitted APM 025
- CAT I
- Leave
- Overload

Notes: Base=100K, 30K is Negotiated  
15% for one quarter FSEP = \$5,000 of 100K  
11.53% for one quarter FSE = 11.538462% of 130K

The note in this example is to help you understand the different percentages reflected on the FSEP vs the worksheet. It's not necessary for submitting the form, but you may add it if it helps.

- 
- 
- NIH cap is the maximum amount that can be changed to an award for salary. Some faculty make more than that amount, but the fund is capped, and thus there is a gap
  - Percent is based on the rate of the NIH CAP
  - The funding not covered is a gap. It is a dollar amount and does not have an associated percentage
- 
- 

What if a faculty member wants to participate in FSEP on a Capped fund? Same FSEP rules apply

- Percentage is calculated exactly the same way.
    - Dollar amount achieved will be lower because it's based on the Cap Rate
    - Difference is made up by another non-NIH fund that we call a "Cap Gap" and does not have an associated percentage
    - FSEP form will look no different with regard to percentages, however you should note in the notes section the Cap rate and the Cap Gap source.
- 
- 
- 

☆

## EXAMPLE 2: 15% FSEP WI22 with NIH capped fund

\$154,500 Base+OS (FTE/Covered Compensation)

\$45,500 Negotiated

\$200,000 Total UC Salary Rate

- Covered Comp (aka FTE) = \$154,500
  - Remember FSEP is *always* based on the Covered Compensation Rate (aka JUST the FTE)
- 15% FSEP for WI22 =  $154,500/12 * 4 \text{ months} * .15 = \$7,725$ 
  - Your GCCP worksheet should reflect a \$7,725 charged to the FSEP Chart String
  - But, one of your funds is capped by NIH at 197,300 - so you need to make up the difference. The FSEP form will still request a 15% FSEP,



# Sample FSEP with NIH CAP and GCCP

Pay Period of Funding Exchange (Must coincide with quarterly pay periods):

Begin: 11/01/22

End: 02/28/23

- Fall  
 Winter  
 Spring

Description of Salary Exchange (Attach separate sheet if necessary):

Current Method of Pay:

	Total
Project #(s) <u>2013669</u> _____	
Task #(s) <u>1</u> _____	
Fund(s) <u>13991</u> _____	
Percent <u>100%</u> _____	<u>100%</u>

Contingency for GCCP

Proposed Method of Pay:

	Total
Project # (s) <u>2013669</u> <u>1017964</u> <u>2010701</u> <u>1017964</u>	
Task #(s) <u>1</u> <u>1</u> <u>1</u> <u>1</u>	
Fund(s) <u>13991</u> <u>20001</u> <u>440</u> <u>20001</u>	
Percent <u>82%</u> <u>15%</u> <u>N/A NIH Cap Gap</u> <u>3%</u>	<u>100%</u>

Contingency for GCCP

**Notes:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Participating in GCCP | 15% of Base+OS (154,500) for 4 months = \$7,725           |
| <input type="checkbox"/> Submitted APM 025                | 11.5875% of \$200,000 for 4 months = \$7,725              |
| <input type="checkbox"/> CAT I                            | 11.5875% of \$197,300 (NIH Cap) for 4 months = \$7,620.72 |
| <input type="checkbox"/> On Leave                         |   |
| <input type="checkbox"/> Teaching Overload                | \$7,725-7,620.72 = 104.28 on gap funds                    |



# Sample FSEP with NIH CAP WI 23



Covered Comp=154,500

Negotiated - \$45,000

FSEP for WI 22 is 15% of covered comp= \$7725

NIH CAP = \$197,000 (monthly rate is 16,441.67)

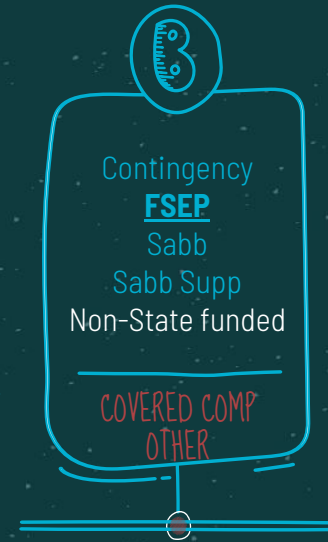
													Reduced state support due to FSEP in WI					
ENTITY	FINANCIAL					FUNDING		START	END	MO	% TIME	RATE	SALARY	% TIME	% EFFORT	NOTES		
	UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	SOURCE											
16110	1000194	13991	State General Fui	1003952		1	400	7/1/2022	10/31/2022	4	74.975000%	16,666.67	49,983.36	24.991667%	18.743750%	FA Covered COMP		
16110	1000194	13991	State General Fui	1003952		1	400	11/1/2022	2/28/2023	4	63.388500%	16,666.67	42,259.00	21.129500%	15.847125%	WI Reduced due to FSEP		
16110	1000194	13991	State General Fui	1003952		1	400	3/1/2023	6/30/2023	4	74.975000%	16,666.67	49,983.36	24.991667%	18.743750%	SP Covered Comp		
												142,225.72	71.112833%	53.334625%				
												FTE Fund Source Minimum:		77,250.00				
												FTE Fund Source Target (excl. FSEP):		149,950.00				
<b>Covered Compensation - Other Fund Sources</b>																		
Use this section to record salary that is part of covered compensation, but is not coming from regular FTE fund sources. This is to make up for the salary from FTE fund sources that was set aside for the contingency fund and for FSEP.																		
It may also be used to record sabbatical leave supplement funding.																		
<i>UCPath Note</i> REG Earnings Code on MCOP Salary Worksheet																		
													Base+OS-contingency=149,950					
ENTITY	FINANCIAL					FUNDING		START	END	MO	% TIME	RATE	CAP RATE	CAP GAP	SALARY	% TIME	% EFFORT	NOTES
16110	100194	20001	Federal Contract	1017943		1	20001	7/1/2022	6/30/2023	12	2.275000%	16,666.67		4,550.04	2.275000%	1.706250%	Contingency	
16110	100194	20001	Federal Contract	1017943		1	20001	11/1/2022	2/28/2023	4	11.587500%		16,441.67	7,620.72	3.862500%	2.896875%	FSEP	
16110	100194	20001	Federal Contract	1017943		1	20001	11/1/2022	2/28/2023	4				103.60	0.000000%	0.000000%	Cap Gap	
												FSEP: 7620.72+103.60=\$7724.32						
												12,274.36	6.137500%	4.603125%				





## Partial Sabbatical with Sabbatical Supplement

- What it is
- Faculty will sometimes take a “**partial**” sabbatical, meaning that are partially excused from their normal duties while still receiving state-funded pay for that part of their salary.
  - Faculty participating in GCCP must pay the remaining portion as a “**sabbatical supplement**” using **external fund sources**.



- Rules to Follow
  - Sabbatical leaves are always fully **funded** at the percent of leave **by state funds**
  - The **remaining** portion is paid on **non-state funds**.
  - Any request of this nature should demonstrate a continued **full commitment to the approved teaching load**.
  - If teaching load is to be reduced, a clear and compelling reason for it needs to be included in the request.





## Example: 33% Sabb Supp



- Covered Comp (aka FTE) = \$154,500, Total UC Salary = \$200,000
  - Remember Sabbaticals are *always* based on the Covered Compensation Rate (aka JUST the FTE)
- 33% Sabb Supplement for SP 23 =  $154,500/12 * 4 \text{ months} * .33 = \$16,995$ 
  - Your worksheet should reflect \$16,995 charged to the Sabbatical Supplement chart string
  - The percentage on the worksheet WILL NOT equal 33%
    - Why?
      - The worksheet funds Covered Comp+Negotiated increment
      - Sabbaticals are based on Covered Comp
      - 33% of 154,00K is not the same as 33% of 200K.





# Example: 33% Sabb Supp



## Covered Compensation - FTE Fund Sources

Use this section to record salary paid from the faculty member's regular FTE. Fund sources are 99100A. The maximum annual salary for this section will be the covered compensation rate (the scale rate plus off-scale amount), less funds set aside for the contingency funds and less any funds used in for FSEP. The minimum annual salary for this section is 50% of covered compensation rate.

UCPath Note REG Earnings Code on MCOP Salary Worksheet

ENTITY	FINANCIAL UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	FUNDING SOURCE	START	END	MO	% TIME	RATE	SALARY
116110	1000194	13991	State General Fund	1993852		1 400		7/1/2022	2/28/2023	8	74.975000%	16,666.67	99,973.36
116110	1000194	13991	State General Fund	1993852		1 400		3/1/2023	6/30/2023	4	49.481000%	16,666.67	32,986.68

132,960.04

FTE Fund Source Minimum: 77,250.00  
FTE Fund Source Target (excl. FSEP): 149,950.00

## Covered Compensation - Other Fund Sources

Use this section to record salary that is part of covered compensation, but is not coming from regular FTE fund sources. This is to make up for the salary from FTE fund sources that was set aside for the contingency fund and for FSEP. It may also be used to record sabbatical leave supplement funding.

UCPath Note REG Earnings Code on MCOP Salary Worksheet

ENTITY	FINANCIAL UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	FUNDING SOURCE	START	END	MO	% TIME	RATE	CAP RATE	CAP GAP	SALARY
16110	100194	20001	Federal Contract or	1017943		1 20001		7/1/2022	6/30/2023	12	2.275000%	16,666.67			4,560.00
16619	199184	16999	Other	2001070		1 440		3/1/2023	6/30/2023	4	25.494000%	16,666.67			16,993.32

21,553.32

Minimum Amount: 4,550.00  
Target Amount: 21,539.96

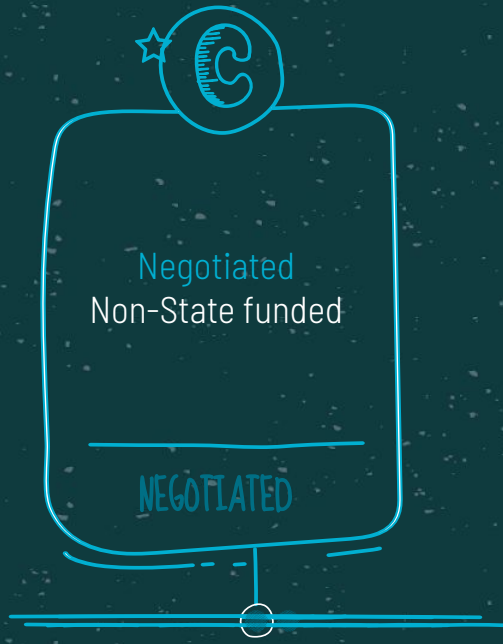
Covered Compensation - All Fund Sources: 154,513.36  
Difference from actual covered compensation: 13.36







- The negotiated increment **MUST** be rounded to the nearest **\$100** - but may **never exceed 30%**
- Round **down** if you are requesting 30%
- Round up or down if you are requesting less than 30% (faculty member's choice)
- Because both the FTE and the contingency fund must be rounded up, the negotiated increment will generally be underfunded,



## The Rules

- Only **external funds** will be used to pay the negotiated portion of the salary. ☆
- “External funds” = any non-state-appropriated funds, such as (but not limited to)
  - endowment or gift income,
  - professional degree fees,
  - self-supporting degree fees,
  - contract and grant support.
- General Funds cannot be substituted for external funds in support of the program.
- The funds **should not** be discretionary funds located in the department, school, college, or campus. ☆
- Funding **must be in place** by the time the request is **submitted**

**UCPath Note** REG Earnings Code on MCOP Salary Worksheet

ENTITY	FINANCIAL UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	FUNDING SOURCE	START	END	MO	% TIME	RATE	SALARY
116110	1000194	13991	State General Fund	1993852		1	400	7/1/2022	2/28/2023	8	74.975000%	16,666.67	99,973.36
116110	1000194	13991	State General Fund	1993852		1	400	3/1/2023	6/30/2023	4	49.481000%	16,666.67	32,986.68
													132,960.04
													FTE Fund Source Minimum: 77,250.00
													FTE Fund Source Target (excl. FSEP): 149,950.00

**Covered Compensation - Other Fund Sources**

Use this section to record salary that is part of covered compensation, but is not coming from regular FTE fund sources. This is to make up for the salary from FTE fund sources that was set aside for the contingency fund and for FSEP. It may also be used to record sabbatical leave supplement funding.

**UCPath Note** REG Earnings Code on MCOP Salary Worksheet

ENTITY	FINANCIAL UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	FUNDING SOURCE	START	END	MO	% TIME	RATE	CAP RATE	CAP GAP	SALARY
16110	100194	20001	Federal Contract or	1017943		1	20001	7/1/2022	6/30/2023	12	2.275000%	16,666.67			4,560.00
16619	199184	16999	Other	2001070		1	440	3/1/2023	6/30/2023	4	25.494000%	16,666.67			16,993.32
															21,553.32
															Minimum Amount: 4,550.00
															Target Amount: 21,539.96
															Covered Compensation - All Fund Sources: 154,513.36
															Difference from actual covered compensation: 13.36
															% Covered Compensation: 77.250000%

**Negotiated Salary Increment**

Use this section to record salary for the negotiated salary increment.

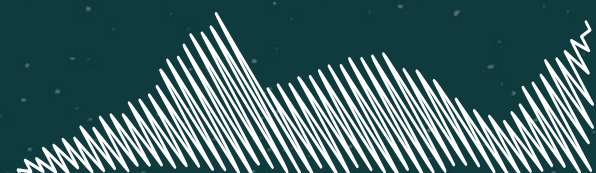
**UCPath Note** NNC Earnings Code on MCOP Salary Worksheet

ENTITY	FINANCIAL UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	FUNDING SOURCE	START	END	MO	% TIME	RATE	CAP RATE	CAP GAP	SALARY
22.74332	199184	16999	Other	2001070		1	440	7/1/2022	6/30/2023	12	22.750000%	16,666.67			45,500.04
															45,500.04
															Maximum: 45,500.00
															Difference from proposed salary increment: 0.04
															Calculated Salary-- All Fund Sources: 200,013.40
															Difference from UC Salary proposed: 13.40
															Total Percent Time Paid: 100.000000%

Building from previous sample :

100% funded, total salary within 4 cents

SP Sabb Supplement



## The Rules

- Faculty participating in GCCP are eligible to receive 3 summer **9ths** based on their **Total UC Salary Rate**
- If applicable, **Summer Session teaching will be based on the covered compensation rate** (does not include GCCP negotiated component) in effect on 6/30.
- Summer salary under GCCP may only be issued in **July, August, and September** (7/1 – 9/30 pay period)
- The Jacobs School of Engineering allows up to **2 summer 9ths** at the covered compensation rate to be paid by **start-up** funding in **a given year**.
- Jacobs School faculty may use start up to pay **a total of 4 months** summer salary may at the covered compensation rate **over their careers**.
- As a general policy, **NSF limits** the salary compensation requested in the proposal budget for senior personnel to no more than **two ninths** of their regular salary in any one year.

Can be a mix of state and non state in some cases

State funds = 1/9 of Covered Comp only  
Limit 2 months state and NSF

SUMMER



# Summer Example

## 2 NSF months, 1 restricted max on state funds, and remaining to be covered



### Summer Salary

Use this section to record summer salary from all fund sources.

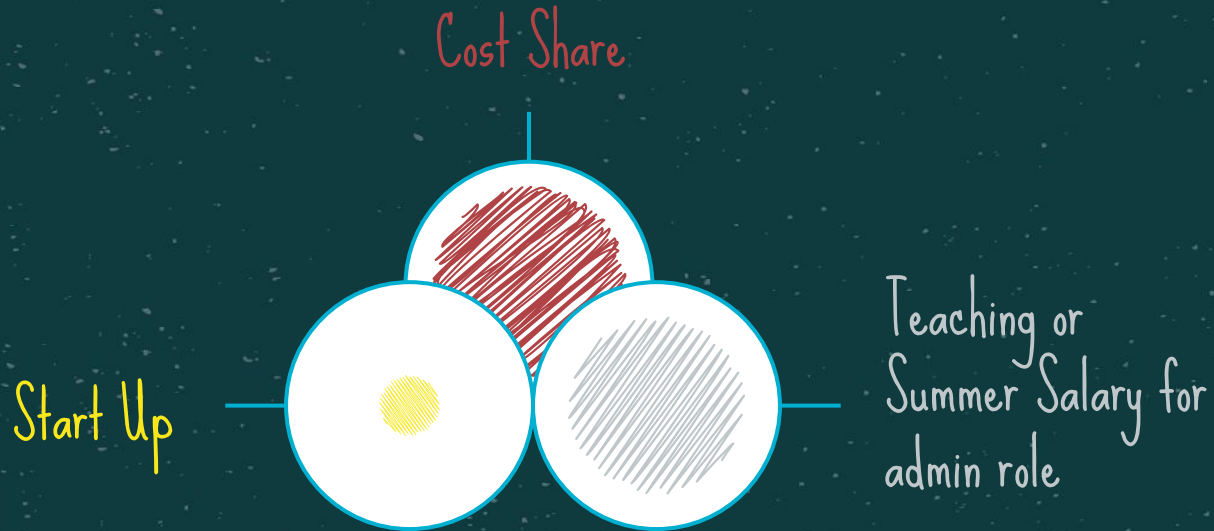
NOTE: All summer salary must be paid between July 1 and September 30. For partial month payments, you will need to override the calculation of the number of months by entering the appropriate value (e.g., 1.5) in the MO column.

UCPath Note ACR Earnings Code on MCOP Salary Worksheet

ENTITY	FINANCIAL UNIT	FUND	FUND TYPE	PROJECT	TASK	FUNCTION	FUNDING SOURCE	START	END	MO	% TIME	RATE	CAP RATE	CAP GAP	SALARY	
16610	1000194	2000000	Federal Contract or	2000232	1	440		7/1/2022	7/1/2022	1	100.000000%	22,222.22			22,222.22	
16610	1000194	2000000	Federal Contract or	2000232	1	440		8/1/2022	8/31/2022	1	100.000000%	22,222.22			22,222.22	
16610	1000186	2003663	State Contract or Gr	2003663	1	620		9/1/2022	9/30/2022	1	77.250022%	22,222.22			17,166.67	
16610	1000176	2003663	Other	2003663	1	620		9/1/2022	9/30/2022	1	22.749978%	22,222.22			5,055.55	
															66,666.66	
															Monthly maximum allowed on state funds or student tuition funds:	17,166.67
															Maximum Summer Salary:	66,666.67
															Difference:	(0.01)
															Total Summer Months Paid:	3.00



# SPECIAL CIRCUMSTANCES





Questions?

