



**Pay Period: 12/18/2017 – 12/31/2017**

Week within Pay Period	Allowable Supplemental Compensation Hours (Days)	Total Hours
Week 1: 12/18/2017 – 12/22/2017	40 hours (M-F)	64
Week 2: 12/25/2017 – 12/29/2017	24 hours (W, Th, F)	

**Pay Period: 1/1/2018 – 1/14/2018**

Week within Pay Period	Allowable Supplemental Compensation Hours (Days)	Total Hours
Week 1: 1/1/2018 – 1/5/2018	32 hours (T-F)	48
Week 2: 1/8/2018 – 1/12/2018	16 hours (M-T)	

**Guidelines & Criteria for Appointed Personnel:**

	Fiscal	Academic
Authorized Hours Per Year	176	464
NIH Salary Cap	N/A	464 with hourly rate of \$100.98 without department 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
Supplemental Compensation Hourly Rate Formula	Annualized Salary / 2080	Annualized salary * .00072

- The online MSS Supplemental Compensation form is available in [UAccess Employee](#). The [MSS Supplemental Compensation Manager Self Service Quick Reference Guide](#) provides step-by-step instructions on how to complete the online MSS Supplemental Compensation form.
- Links to policies and additional resources are available at <http://hr.arizona.edu/workforce-systems/other-compensation/supplemental-compensation>.
- Foreign Nationals: Immigration status may affect supplemental compensation eligibility. Direct visa-related questions and requests to the [International Faculty and Scholars Office](#) at (520) 626-6289.
- If you have questions, please contact Workforce Systems at (520) 621-3664 or [WorkforceSystems@email.arizona.edu](mailto:WorkforceSystems@email.arizona.edu).

**Note:** Faculty salaries paid on federal awards must be in compliance with 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 Services](#) at (520) 626-6000 for questions regarding payments on federal awards.