

Summer Salary Policy Cheatsheet - 2024

Eligible Working Days in Calendar	Maximum Summer Days Charged	Federal Fund Sources	National Science Foundation	National Institutes of Health (NIH)	Other Salary Caps and Supplements	Cost Escalations
A "summer month" or "summer ninth" is defined as 19 working days, equal to 100% summer effort.	The maximum number of a faculty member's eligible working days is determined by the individual faculty member's appointment.	A summer salary plan that charges more than 2.5 months (47.5 work days) to federal fund sources requires a "faculty attestation"-- written signature about their commitment of the effort to the projects that will be supporting their summer effort.	NSF limits senior personnel summer compensation across all NSF-supported projects to 2 months of academic year salary, per individual, per "year" (equivalent to 38 summer days).	NIH's salary rate cap recently increased to \$18,491.67 per month. Since this applies to the "salary rate" and not the amount charged, faculty who exceed the cap cannot charge the difference between their real salary and the capped rate to the NIH source.	NIH and CIRM are two common sponsors who have salary cap limitations. Faculty can choose to supplement using other available unrestricted, non-C&G fund sources.	Faculty may be eligible for pending merit increases that become effective on July 1 of each year. Confirmed increases will be flagged accordingly in Smartsheet; if it's unconfirmed, you should still assume that the salary rates will increase starting the next fiscal year.
The 2024 Summer Period spans from May 13-August 20. The number of available work days per month this year: May 2024: 15 days June 2024: 20 days July 2024: 23 days August 2024: 14 days	Academic Year Faculty (9/12): up to a maximum of 57 working days distributed across the summer period	A faculty member's signature on the 2024 Summer Salary Form satisfies this written attestation requirement. An email is not sufficient.	Campus will be using "fiscal year" as the determinant on whether someone has charged more than 2 months of time to NSF sources. Meaning in each calendar year, we should check the previous year's summer salary requests to verify whether the faculty is overcommitting time charged to NSF in the current year.	Faculty who exceed the salary cap have the OPTION of supplementing their capped summer salary with other sources, up to their full rate. The over-the-cap supplement can be waived if the PI does not have enough unrestricted funds to cover their full rate.	The supplement amounts for capped salary cannot be charged to State of CA funds. State funding includes the following Fund# ranges: 19900 - 19999 18000 - 18199 20501 - 20549 20556 - 20599	Composite Benefit Rates are also subject to annual review and may also change, effective July 1. Decisions are normally made in September, meaning adjustments to benefits (credit or debit) are typically processed retroactively.
A request can end up having more than 19 days in a single calendar month (for example in June and July). For example, there may be a month where a faculty member ends up with "105.26%" effort charged because they requested 20 working days of effort.	Fiscal Year Faculty: up to 1/11 or 1/12 of their normal annual salary rate.				BEAR faculty grants (Fund 69770) cannot be used for faculty compensation, so cannot be used for either summer effort or supplementation.	GAEL (currently 2.05% in FY24) also has the potential to increase from year to year.
	Within each calendar month, "partial" days cannot be requested for summer salary. Each individual calendar month in a summer salary request should add up to a whole number. A request can be split across multiple fund sources across all of campus, but must add up to a whole number of working days in that month.					