Academic Human Resources Unit

Additional Compensation: Extramurally Funded Research

**Frequently Asked Questions**

In certain circumstances, UC ANR academics may request approval to receive additional compensation for performing extra work on extramurally-funded research projects while utilizing accrued vacation leave. Sufficient funding for the additional compensation must be provided through the extramurally funded research project.

If approved you are eligible to receive up to one-twelfth (1/12) of your annual salary for extra work performed during vacation. A corresponding number of accrued vacation days will be deducted from your vacation leave balance.

**Q. Who has to review my request before approval?**

All requests must be reviewed by Business Operations Center (BOC) and Academic HR (AHR) to confirm the award sponsor’s approval of academic salary and benefits to be charged to the grant, available funding to cover the salary and benefits costs, compliance with applicable policies and contract terms, and to verify accrued vacation leave.

**Q. How do I submit a request?**

You can access a request form on the AHR website and submit completed copy to Tina Jordan (AHR)

**Q. Who has to approve my request?**

Your ANR unit Director and the UC ANR Associate Vice President

**Q. Is it possible to get approval in advance of submitting the grant proposal?**

A. Yes, as long as there is adequate time to request approval before submitting the grant to the Sponsor. If approved before submitting the grant to the Sponsor, the appropriate additional compensation amount can be included in the personnel section of the budget.

**Q. Am I eligible for additional compensation if the award is federally funded?**

A. Yes. The Additional Compensation: Extramurally Funded Research provisions apply uniformly to all UC ANR Academic appointees, including those working on Federal awards and other grant sources. This is referred to as “overload compensation” in the Office of Management and Budget uniform guidance [CFR 200.430(h)(4)].

**Q. What are reasons my request might not be approved?**

A. Your request would not be approved if the sponsoring agency did not provide approval to charge academic salary and benefit costs to the grant and/or funding was not sufficient to cover the additional compensation and/or if you do not have adequate accrued vacation to cover the time.

**Q. How will I receive the extra pay?**

A. For in the monthly pay period, which the additional work is performed, you receive your regular pay for vacation time, and additional pay for hours worked on the extramurally funded research project.

(Applicable policy: APM-667, Additional Compensation: Extramurally Funded Research)

*These FAQs apply to ANR academics whose personnel actions are processed by ANR. If you are a CE Specialist and your personnel actions are approved through a UC campus, follow that campus’ review and approval process for additional compensation requests.*