**ADDITIONAL COMPENSATION** begins when a department/org initiates a request to provide Additional Compensation to an academic appointee or staff member that is above their regular, base compensation. Common examples of Additional Compensation include Star Awards, stipends, honoraria and Z payments. There are two categories of Additional Compensation: recurring and one-time.

### AS-IS PAIN POINTS
- Relatively complex and inflexible methods for entering Additional Compensation in PPS, including the requirement to add recurring Additional Compensation as a new appointment/distribution line
- Requirement to enter an FAU for every Additional Compensation payment, even if it will be paid on the employee’s standard funding

### IMPROVEMENTS
- More flexible methods for entering additional compensation
- Precise tools to ensure recurring additional compensation is paid in the correct amounts and pay periods.
- No requirement to add funding line if the Additional Compensation will be paid off of the employee’s standard funding

### BENEFITS
- Potential reductions in time
- Improved visibility and data into Additional Compensation transactions that UCR pays, including the ability to associate Additional Compensation with a specific job
- Ability to establish recurring Additional Compensation during Onboarding
- In ServiceLink, recurring Additional Compensation can be calculated as a percentage of base compensation

### ROLES FOR ADDITIONAL COMPENSATION

<table>
<thead>
<tr>
<th>Role</th>
<th>Description</th>
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<tbody>
<tr>
<td>HR/AP STAFF INITIATOR</td>
<td>(REQUIRED)</td>
</tr>
<tr>
<td>SSC FULFILLER</td>
<td>(REQUIRED)</td>
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<tr>
<td>SSC AWE APPROVER</td>
<td>(REQUIRED)</td>
</tr>
<tr>
<td>INQUIRERS</td>
<td>(HR/AP STAFF &amp; DEPT./SSC FULFILLERS)</td>
</tr>
</tbody>
</table>

### ADDITIONAL COMPENSATION MAP

The HR/AP staff member processes approval and documentation in ServiceLink to UCPath, identifies the need for Additional Compensation and receives the required approvals and documentation.

**Roadmap presents the most common business case.**

### DID YOU KNOW?
- Additional Compensation still requires approval outside of the system
- If the recurring Additional Compensation needs to be on different funding sources, an FAU change will need to be created
- Each Additional Compensation type has its own earn code

### THE PROCESS IS SUCCESSFUL IF...
- The employee receives Additional Compensation on appropriate pay cycle

Revised 10/23